

# Position Description

Position Title	Mental Health Senior Clinician
Division	Clinical Operations
Department	Mental Health Swan Hill Community Mental Health & Wellbeing Service
Enterprise Agreement	Victorian Public Mental Health Services Enterprise Agreement 2021-2024
Classification Description	Registered Nurse Gr4, Social Worker Gr3, Occupational Therapist Gr3
Classification Code	Various
Reports to	Manager Swan Hill Community Mental Health Team
Management Level	Tier 4 - Shift Managers, Team Leaders & Supervisors
Staff Capability Statement	Please click here for a link to <a href="#">staff capabilities statement</a>

## Bendigo Health

With more than 4,500 staff and volunteers and covering an area a quarter of the size of Victoria, Bendigo Health, is an expanding regional health service offering the advantages of city life combined with the beauty and freedom that comes from living in a regional area.

Bendigo Health is a 700 bed service that treats more than 45,000 inpatients, triages more than 65,000 emergency attendees and welcomes more than 1,600 new born babies in a year. In addition more than 15,000 operations are performed in our operating theatres and more than 100,000 occasions of services are provided in our clinics to outpatients.

The organisation provides services in emergency, maternity, women’s health, medical imaging, pathology, rehabilitation, community services, residential aged care, psychiatric care, community dental, hospice/palliative care, cardiology, cancer services and renal dialysis to the people of the Loddon Mallee region.

With our main campus based in Bendigo, our services extend throughout the Loddon Mallee with sites in areas such as Mildura, Echuca, Swan Hill, Kyneton and Castlemaine.

Demand on services is increasing rapidly with Bendigo being one of Victoria’s fastest growing regional cities.

## Our Vision

Excellent Care. Every Person. Every Time.

## Our Values

CARING – We care for our community

PASSIONATE – We are passionate about doing our best

TRUSTWORTHY - We are open, honest and respectful

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

# Clinical Operations

The Clinical Operations Division encompasses acute and mental health services. We provide a wide range of general medical, surgical and speciality services including; Oncology, Cardiology, Renal, Emergency, Women's and Children's, Critical Care, Specialist Clinics and Mental Health Services.

Within a state-of-the-art hospital, the team provides high-quality services using the latest technologies. Our eleven operating theatres (including two endoscopy rooms), critical care, emergency and women's wards all have access to critical services lifts that link to the helipad allowing rapid transfer of patients both in and out of the health service.

The Mental Health Service provides psychiatric care and treatment across a large catchment area in Victoria stretching from Swan Hill in the north of the state to Gisborne in the south. Family sensitive practice is central to our models of mental health care and best practice ensures the identification, inclusion and support of families, carers and children.

## The Swan Hill Community Mental Health & Wellbeing Team

The team is part of Bendigo Health's Mental Health & Wellbeing Department.

As well as providing a community based adult mental health and wellbeing services in Bendigo, psychiatric services also has community based teams located in 5 rural areas throughout the region - Castlemaine, Kyneton, Maryborough in the South and Echuca and Swan Hill in the North. The multidisciplinary team in Swan Hill provides care to persons living in their communities experiencing mental illness aged 25 - 64 years.

Treatment and support is recovery focused and provided during all stages of illness. While these rural teams provide assessment, treatment and short-long term interventions Monday to Friday, out of hours and weekend crisis assessment and treatment is managed through the Regional Psychiatric Triage Service.

As well as providing proactive treatment and support in the community setting, lead clinicians remain involved in the care, treatment and discharge planning of their patients throughout any inpatient and/or residential admissions. Referral to any of the regional adult community mental health and wellbeing teams is typically through Bendigo Health's Regional Psychiatric Triage Service.

## The Position

In the context of an integrated community mental health and wellbeing team, and under the direction of the manager and team Psychiatrist, the community mental health senior clinician will provide intake, assessment and treatment, psycho-education and support for patients of mental health services and their families /carer(s).

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement.

## Responsibilities and Accountabilities

## Key Responsibilities

In a multi-disciplinary integrated community mental health and wellbeing team, and under the direction of the Manager and Consultant Psychiatrist(s):

- Provide strong leadership, clinical supervision, mentorship and preceptorship to junior staff/students
- Assume responsibilities associated with the effective management of the team including deputising for the Manager as needed, day to day operational and clinical leadership to the multidisciplinary team, and undertake portfolio roles within the program
- Provide intake coordination, assessment and clinical treatment, including crisis assessment, intensive treatment, case management and support for patients, their families and carers
- In conjunction with the manager, support and/or provide a range of bio-psycho-social treatment modalities in the community
- In consultation with the patient, family and carer(s), and other care providers, formulate, negotiate, document, monitor and maintain a Recovery Plan for each patient of the service, and complete other documentation, including Outcome Measures, as per service policy
- Identify, engage and include other key community agencies and service providers involved in the provision of rehabilitation, recovery, support, and discharge planning consistent with the patients and family/carer(s) needs
- Participate in Multi-disciplinary Team processes and provide sound discipline specific advice to other clinicians within the team and guidance/preceptorship to more junior staff and students
- Depending on service requirements, work flexible hours, as directed
- Perform other duties as directed

## Generic Responsibilities

**Code of Conduct** - The Victorian Government's Code of Conduct is binding on all Bendigo Health staff. Contravention of a provision in the code may constitute misconduct and/ or regarded as a breach of the employee's employment agreement and will be dealt with under the organisations Counselling and Disciplinary Action Policy.

**Compliance with policies and procedures** - All Bendigo Health's policies and procedures are set out in its clinical and managerial policy manuals located on the intranet under PROMPT and in hard copy. All staff must ensure they comply with policies, procedures and standard ways of work practices when carrying out their work. Any breach in compliance may result in disciplinary action.

**Occupational Health and Safety** - Every staff member has the responsibility to take reasonable care of their own health and safety and the safety of others, to cooperate with Bendigo Health's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. Any breach in compliance may result in disciplinary action.

**Infection Control** - Every staff member has the responsibility to minimise incidents of infection/ cross infection of residents, staff, visitors and the general public. All staff must adhere to the policies and

procedures as set out in Bendigo Health's infection control manuals. Any breach in compliance may result in disciplinary action.

**Confidentiality** - All information concerning Bendigo Health, its patients, clients, residents and staff should remain strictly confidential. Any unauthorised disclosure of such information may result in disciplinary action.

**Quality Improvement** - Bendigo Health is dedicated to improving the quality and safety of health services by providing care within the following domains of quality: Consumer Participation, Clinical Effectiveness, Effective Workforce and Risk Management. As a result, we apply the concept of the quality cycle for all our quality activities, initiatives and projects thereby ensuring the best possible care and treatment results are achieved. The underlying principle of the cycle is that an activity is not complete until evaluation shows that it has been effective and reached the desired outcome. As a Bendigo Health employee you have a responsibility to participate in and commit to ongoing quality improvement activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

**Diversity** – Each person has a right to high-quality health care and opportunities regardless of diversity factors, which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age and socio-economic status. Every staff member has a responsibility to recognise and respect diversity. Inclusiveness improves our service to our community and promotes engagement amongst staff.

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

## Key Selection Criteria

1. Bachelor of Nursing, Social Work or Bachelor of Applied Science plus post graduate qualifications in Occupational Therapy
2. Post graduate diploma in mental health and/or related field; or having completed a specialist undergraduate psychiatric nursing program or a specialist post basic course of training which led to registration as a Division 3 Nurse
3. Extensive work experience, at least five years, and expertise in community based psychiatric triage, assessment, support and treatment of people with a mental illness and associated complex issues
4. Extensive experience working with the Mental Health and Wellbeing Act 2022 and relevant state-wide Psychiatric Service Frameworks Procedures
5. Extensive experience in liaising and consulting with relevant family members, team members, and a broad range of health professionals and community agencies
6. Demonstrated evidence of participation in education and training to other staff and commitment to ongoing professional development
7. Computer and data entry skills with the ability to query and extract specific information from databases
8. High level of organisational, leadership, communication and interpersonal skills
9. Ability to provide excellent customer service to both internal and external customers with an ability to develop effective working relationships

10. Knowledge of Quality Improvement and flexibility to operate in an environment of change and continuous improvement

## Mandatory Requirements

**National Police Record Check** A current and satisfactory National Police Record Check must be completed by all new staff prior to commencement at Bendigo Health.

**Immunisation** As a health provider dedicated to providing quality patient care, we all need to be aware of the critical importance of infection control. Each staff member has a responsibility to comply with the Bendigo Health's various infection control policy and procedures. All staff are required to have a current influenza vaccination prior to commencement at Bendigo Health.

### **Registration with Professional Regulatory Body or relevant Professional Association**

For example, AHPRA, AHRI, RACS etc. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

**Drivers Licence** A current Victorian driver's licence is required for this position.

*All Bendigo Health sites, workplaces and vehicles are smoke free.*

*This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.*