

Position Description

Position Title	Occupational Therapist – Grade 1
Position Number	Various
Division	Clinical Operations
Department	Mental Health
Enterprise Agreement	Victorian Public Mental Health Services Agreement 2021 – 2024
Classification Description	Occupational Therapist Grade 1 Yr3
Classification Code	YB15
Reports to	Unit Manager
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement

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.

The Clinical Operations Division

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 and Wellbeing 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 and Wellbeing 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.

Each year our onsite specialist clinics provide almost 100,000 occasions of service; we also see more than 60,000 people in our emergency department and welcome around 1700 babies into the world. The Clinical Operations Division assists with the admission of more than 50,000 patients into the hospital each year.

The Mental Health Team

Clinical Rotations will include two rotations from any of the following areas:

Older Persons Acute Unit

A 20-bed unit which provides a mental health inpatient service to those over the age of 65 (but not exclusively) across the Loddon Campaspe Southern Mallee region. The Older Persons Acute Unit (OPAU) provides acute inpatient mental health assessment, treatment and support to patients suffering from mental illness, or from a mental illness complicated by a neurodegenerative disorder and/or issues of ageing and/or severe comorbid physical illness. In some cases, indicated by clinical assessment, the team provides care to patients who are under 65 years with a mental illness complicated by a neurodegenerative disorder and/or issues of ageing and/or severe comorbid physical illness.

Adult Acute Unit

A 35-bed short-term acute inpatient unit that provides intensive therapeutic treatment for people living in the Loddon Campaspe Southern Mallee region aged 16 to 65 years. The Adult Acute Unit (AAU) provides intensive therapeutic treatment during an acute phase of mental illness for persons 16 - 64 years. Services are provided by a multidisciplinary team, and patients are supported to find ways to manage their illness and identify triggers and coping strategies that assist them in their recovery. Consisting of single room accommodation for 35 patients, the unit is made up of two distinct areas; the low dependency area (LDU) and the Intensive Care Area (ICA), utilised according to the patient's clinical needs.

Extended Care Unit

A 20-bed secure inpatient unit providing medium to long term inpatient treatment and rehabilitation for patients who experience unremitting and severe symptoms of a mental illness for persons aged 18 to 65

years. The ECU is the preferred area for those patients with a serious mental illness, who have unremitting symptoms together with significant disturbance of behaviour which inhibits the patient's capacity to live in the community and requiring intensive rehabilitation that cannot be undertaken in a community setting. Admission to ECU is contingent on the referred patient having a significant mental illness and an enduring psychosocial disability, with identified treatment and rehabilitation needs that cannot be met in a community setting due to behaviour disturbances which pose a significant risk to themselves or others.

Parent Infant Unit

A 5-bed mental health inpatient unit for parents and infants. The clinical team assess and treat the mental health of the primary caregiver and support/strengthen the attachment relationship between parent and infant. Parent Infant Unit (PIU) inpatient admissions are open to antenatal women in their third trimester of pregnancy and primary caregivers (mum, dad or carer) of infants up to the age of 12 months (unless walking) in the following circumstances: there is an existing diagnosis, or risk, of a serious mental illness with risk issues which may include the involvement of child protection, the needs and safety of caregivers and infants can be managed appropriately and safely in an open ward environment.

The Short Term Treatment Team

The Short Term Treatment Team (STTT) is a mental health multidisciplinary team who provide access to community based psychiatric assessment, support, and specialist treatment. The STTT is operational 7 days per week, and can be accessed through Regional Triage Service.

Youth Mental Health

The Youth Community Mental Health Service enhances the capacity of Bendigo Health Care Group Mental Health Services to provide treatment to young people who have complex mental health disorders. The service also aims to improve access and treatment for young people with more prevalent mental health problems including complex anxiety, depression and eating disorders, and early manifestations of psychosis and personality disorders and co-morbid drug and alcohol problems.

Service provision includes comprehensive assessment, outreach treatment and continuing care for young people aged 16 to 24yrs, and support and education to their carers, associated professionals and the wider community about the nature of mental illness and its treatment.

Child and Adolescent Mental Health Service

Child and Adolescent Mental Health (CAMHS) is a community based, multidisciplinary team that works with children and adolescents 0 - 18 years who are displaying serious emotional, relationship, personal care or behavioural disturbances that impact on family and social relationships and/or their functioning in school or the workplace. While based out of JBC in Bendigo, CAMHS staff are also located at four regional locations across the Loddon-Campaspe, Southern Mallee region.

Community Care Unit

The Community Care Units (CCU) is a 12-bed residential program providing a home-like environment for persons 18 – 64 years requiring intensive rehabilitation and support. Consisting of 6 two-bedroom units, the CCU serves as a 'step up step down' program between inpatient units and the community, offering a variety of programs focused on the development of daily living skills, social interactions and recreational and vocational skills and opportunities. CCU allows for an extended but time limited admission for patients requiring long term support and treatment. Admission is via referral.

Dual Diagnosis Rehabilitation Unit

Residential Rehabilitation (Dual Diagnosis) has 8 beds with an expected average stay of 3 months but a tailored treatment plan and thorough initial and ongoing assessment may result in shorter or longer stays depending on the individual needs. This service is designed to treat people experiencing moderate to severe co- occurring mental health and alcohol and other drug use problems. People who are experiencing active

and acute suicidal thinking and are at high risk of acting on their suicidal thoughts, or experiencing active and acute positive symptoms of psychosis or mania would be stabilised in an acute mental health service prior to entry. People still using drugs or who are going through acute withdrawal would be referred to an existing alcohol and other drug withdrawal service.

Older Persons Community Mental Health

The Older Persons Community Mental Health & Wellbeing Team provide community based mental health assessment, treatment and support to patients who are aged over 65 years suffering from mental illness or are aged over 65 and suffer from a mental illness complicated by a neurodegenerative disorder and/or issues of ageing and/or severe comorbid physical illness. In some cases, indicated by clinical assessment, OPCMHT will provide services to persons under the age of 65 years who exhibit symptoms of degenerative diseases related to aging.

Adult Community Mental Health

The BACMHT is an integrated and multidisciplinary team, delivering 5 day a week community care to persons 24 - 64, providing a case management response to individual patients. Treatment is recovery focused and provided during all stages of illness. 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. Based in Bendigo, the BACMHT is one of multiple adult community services offered by Bendigo Health Mental Health & Wellbeing Services.

The Position

The Graduate Program provides an opportunity for newly qualified Occupational Therapists to make the transition to professional practice in a structured and supported program. Each graduate is offered two six-month clinical rotations in two areas of the Mental Health and Wellbeing Service. The program encourages consolidation of mental health skills and knowledge within a holistic multidiscipline framework that also includes lived experience workers.

The Mental Health and Wellbeing Graduate Program aims to support new graduates during their first year of professional practice to develop the skills, knowledge, applied experience and values to become an effective member of the mental health workforce. Graduates are expected to attend a study day once a month facilitated by the Mental Health Professional Development Unit and to complete and submit all the required assessment tasks and hurdle requirements to receive a certificate of completion.

Responsibilities and Accountabilities

Key Responsibilities

The Occupational Therapist Grade 1 will develop, demonstrate and apply clinical competence through:

- Providing client focussed and comprehensive occupational therapy assessments and interventions regarding client's occupational roles, performance and functional levels

- Ensuring all clinical practise fulfils the competency standard of Occupational Therapy in mental health
- Working within the multi-disciplinary team, recognising and respecting the expertise and contribution of all team members, collaborating to refer patients to other services as necessary
- Engaging in effective communication so as to include the patient, carers, family and healthcare team in the immediate and ongoing health care
- Ensuring all patients, families, carers, visitors and other staff are treated with respect, dignity and courtesy
- Ensuring accurate documentation of patient records
- Assessing the need for and providing health education for patients and their families and carers within the scope of practice for a beginning practitioner
- Working within a scope of practice, accepting accountability for own actions and seeking guidance from those more experienced when limited by own level of expertise
- Attending relevant clinical reviews and family meetings
- Engage patients in treatment and therapeutic activities e.g. group program participation
- Actively participating in and satisfactorily completing all specific requirements of the Graduate Program competencies, and assessment requirements and identifying continual learning needs through reflective practice
- Actively participating in the review of one's own performance development on an ongoing basis with the discipline preceptor and managers identifying key areas for professional and personal growth

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

Essential

1. Bachelor of Occupational Therapy
2. Current registration as an Occupational Therapist with the Australian Health Practitioner Regulatory Agency (AHPRA)
3. Ability to integrate theory into practice and demonstrated application of Occupational Therapy knowledge to safe clinical practice
4. Ability and willingness to learn and operate in an environment of change with a personal approach which demonstrates values such as caring, passionate and trustworthy
5. Knowledge and understanding of the key principles of the Mental Health and Wellbeing Act 2022, Vic
6. Understanding of recovery orientated principles and awareness of the current issues, trends and research in mental health
7. Understanding of what it means to provide safe patient care in a multidisciplinary environment
8. Well-developed written, verbal and electronic communication, computer literacy and interpersonal skills

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 Bendigo Health’s Staff Immunisation Policy and various infection control policy and procedures. All staff are required to provide evidence of vaccinations prior to commencement at Bendigo Health

Working with Children Check Bendigo Health has a responsibility to provide a child safe environment. This position is a defined “child-related role” at Bendigo Health. As such you must maintain a valid working with children check. In addition you will be required to assist Bendigo Health in providing a child safe environment by participating in any training or reporting required to ensure the protection of children in our care.

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.