

Eastern Health

POSITION DESCRIPTION

Position Title:	Graduate Mental Health Occupational Therapist
Award Classification:	Grade 1 Occupational Therapist Mental Health and Wellbeing
Award / Agreement Name:	Victorian Public Mental Health Services Enterprise Agreement 2020-2024
Position Reports to:	Operationally: Unit Manager/Team Leader for rotation setting Professionally: Occupational Therapy Clinical Leads – Mental Health & Wellbeing Program

EASTERN HEALTH – HEALTHIER TOGETHER

Eastern Health is one of Melbourne's largest metropolitan public health services. We provide a comprehensive range of high quality acute, sub-acute, palliative care, mental health, drug and alcohol, residential care, community health and statewide services to people and communities that are diverse in culture, age and socio- economic status, population and healthcare needs



1. POSITION PURPOSE

These positions are specifically designed to support newly graduated occupational therapists to successfully transition to practice in mental health. The positions are supported by an established early career program with a strong focus on growth learning, reflective practice, supervision and self-care. The positions are embedded in clinical settings, working alongside a more senior occupational therapist, to enable learning and development in real-life practice related content in a positive and supported environment.

In their first year, all graduates will be provided with rotations across two diverse settings in the mental health program. These rotations facilitate the graduate to develop the skills, knowledge and attributes required to provide recovery-focused mental health care for consumers, and their families, carers and supporters. In their second year, all graduates will be supported to complete a further 12-month rotation in another setting, or support to apply for an ongoing Grade 2 position.

Extensive learning and development opportunities are provided across the program by both discipline specific Occupational Therapy Educators, and the wider Multidisciplinary Allied Health Mental Health Education Team, including professional development sessions and an individualised learning plan designed to work towards meeting targeted competencies for Occupational Therapists working in the mental health & wellbeing program.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

Health care excellence

- Skilfully engage consumers, carers, families and supporters to co-create goals, occupational therapy assessment and intervention plans to enable occupations and participation in daily life.
- Plan, implement and evaluate occupational therapy individual and group-based interventions.
- Co-create sensory modulation assessments, intervention plans and reports to enable occupation, improved mental health and wellbeing.
- Compile and document occupational therapy reports for specific purposes/audiences including National Disability Insurance Scheme (NDIS) Access requests or NDIS plan reviews.
- Work collaboratively with consumers, carers, families and supporters in the development and implementation of individualized recovery plans designed to promote, foster and sustain personal recovery.
- Provide effective evidence-based interventions for consumers with mental health and co-occurring mental health and substance use conditions, forensic histories and/or other complexities.
- Undertake comprehensive mental state evaluation and risk assessment to inform planning and safe practice.
- Contribute occupational therapy expertise to the team clinical reviews, meetings, handovers and case conferences.
- Provide occupational therapy consultation and support to other services, teams and agencies as required to promote appropriate service delivery and care.
- Engage with and support community services and resources to facilitate effective community integration and referral.
- Demonstration of relevant family violence practice according to allocated responsibility level in the mental health program workforce mapping tool. This aligns with the Multi-Agency Risk assessment and Management (MARAM) Framework, the Family Violence Information Sharing Scheme (FVIS) and Child Information Sharing Scheme (CISS) legislative requirements and related Eastern Health guidelines.

Leading in Learning

- Actively participate in the Allied Health Mental Health Transition to Practice Program. This includes developing a comprehensive individual learning plan and actively working towards meeting the expected occupational therapy mental health graduate competencies.
- Actively participate in supervised and reflective practice, lifelong learning and further development. This includes active participation in all graduate professional development sessions and individual and group supervision in the first 12 months.
- Engage in a broad range of professional development activities to ensure up to date skills and knowledge of contemporary recovery focused interventions in mental health.
- Ensure adherence with all registration standards of the Occupational Therapy Board of Australia and Eastern Health standards and practice guidelines

Leading in Research and Innovation

- Contribute to the development of appropriate structures, policies and procedures for effective multidisciplinary team functioning in line with government policy, legislation and Eastern Health's standards.
- Contribute to service improvement through involvement in continuous quality improvement activities, research and professional education activities as appropriate.

3. SAFE PRACTICE AND ENVIRONMENT

Occupational Health and Safety

Eastern Health is committed to provide and maintain a working environment for all staff that is safe and without risk to health. All staff are to take care of their own health and safety and the health and safety of any other person who may be affected by your acts or omissions at the workplace. Understand responsibilities and accountabilities to yourself and others in accordance with OH&S legislation and Eastern Health policies and promote a working environment that is congruent with these guidelines. This includes staff reporting of all clinical and OHS incidents and near misses, in particular those related to Occupational Violence, Manual Handling and Slips, trips and falls.

Staff are required to comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensation (WIRC) Act 2013.

4. TRAINING AND DEVELOPMENT

Relevant, practical and timely education should direct, facilitate, enhance and support the professional growth and practice of employees in a health environment characterised by change. All programs should endeavour to promote evidence-based practice, a problem-solving approach and to be competency based.

You are expected to participate in the personal development process on an annual basis.

5. QUALITY

As a staff member of Eastern Health staff are required to comply with Eastern Health performance standards and participate in continuous monitoring and improvement as part of your role. You are also required to comply with legislation, professional standards and accreditation standards.

As a staff member employed by Eastern Health services you must have and maintain the appropriate skills and knowledge required to fulfil your role and responsibilities within the organisation. In addition, you must ensure that you practice within the specifications of this position description, and where applicable within the agreed scope of practice.

You are responsible for ensuring safe high-quality care in your work. This will include complying with best practice standards, identifying and reporting any variance to expected standards and minimising the risk of adverse outcomes and patient harm. In addition, you will ensure that service and care is consistent with the EH approach to patient and family centered care.

6. CONFIDENTIALITY

Any information obtained in the course of employment is confidential and should not be used for any purpose other than the performance of the duties for which the person was employed. Staff are bound by the Information Privacy Act 2000 and the Health Records Act 2001.

7. EQUAL EMPLOYMENT OPPORTUNITY

You agree to adhere to the Equal Employment Opportunity policies and practices of the Health Service. Discriminatory practices, including sexual harassment, are unlawful. The Health Service will not tolerate discriminatory behaviour and any such conduct may lead to the invoking of the Disciplinary Policy and Procedure, which may result in termination of employment.

8. PERFORMANCE DEVELOPMENT

A Performance Review, that includes agreed targets, will occur three (3) months from commencement and then annually on the basis of the duties and responsibilities outlined in this position description. This is an opportunity to review personal and the allocated work unit's service performance, facilitated by the setting of objectives/goals and ongoing evaluation of performance and achievement. Objectives will be developed annually, documented, discussed and agreed with the immediate line manager, who will act as the assessor. The incumbent is expected to demonstrate and show evidence annually of on-going self and allocated work unit's service development.

9. EASTERN HEALTH'S PROMISE

Our promise to our communities, patients, consumers and staff is that we will be **HEALTHIER TOGETHER**. Bolder than a vision for the future, our promise calls us to action. We know that working together is the only way we can achieve what is necessary for a healthier future.

Our values are ones in action and are the behaviours that matter most.

- Respect for all
- Safe always
- Partnering in care
- Learning and improving everyday

Learning from the challenges of the past and looking to the future, we understand that we are building towards a more engaged, more reliable, always safe health service in partnership with our people to improve every day.

10. ATTACHMENTS

- Attachment 1 Key Selection Criteria

11. NOTE

Statements included in this position description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all-inclusive.

Prior to accepting any offer of employment, prospective employees will be required to read and commit to the Eastern Health Code of Conduct, including (but not limited to) issues of Occupational Health and Safety, Equal Opportunity and Confidentiality.

Vaccination against infectious disease is a mandatory requirement of this role. An offer of employment is conditional on you providing evidence that you are currently vaccinated against COVID-19, prior to commencing employment.

Signed: _____

Date: ____/____/____

Manager

INCUMBENT STATEMENT

I _____ (Incumbent Name) have read, understood and accepted the above Position Description and associated Attachments.

Signed: _____

Date: ____/____/____

ATTACHMENT 1

KEY SELECTION CRITERIA

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Essential

Qualifications

The successful applicant will have the following qualifications:

- Registration as an Occupational Therapist with the Occupational Therapy Board of Australia, Australian Health Practitioners Registration Agency.

Experience, knowledge & skills

- Relevant theoretical knowledge, skills and/or experience in the provision of evidence based occupational therapy assessment and interventions in a mental health setting.
- Understanding of, and/or experience in delivering, recovery oriented mental health practice.
- Ability to engage consumers, families, carers and supporters in the development and implementation of individualised plans designed to promote, foster and sustain personal recovery.
- A commitment to working with consumers, families, carers and supporters from a wide range of cultural and social backgrounds and to providing services that are family and gender sensitive.
- Knowledge of the mental health sector, including roles and workings of mental health teams and relevant community resources and services to support people with mental illness.
- Ability and commitment to work collaboratively with consumers, carers, supporters the multidisciplinary team including the lived experience workforce and external agencies.
- Commitment to supervised and reflective practice, lifelong learning and further development.
- Computer literacy and embracing of health technologies and informatics.
- High level of self-awareness and emotional intelligence.
- Demonstrated high level interpersonal skills with consumers, their families and all health care professionals including effective conflict resolution and negotiation.
- Hold a current Victorian driver's licence and Working with Children Check valid for employment purposes.

Desirable

- Student placement and/or work experience in a mental health setting. (Or awareness of key issues with mental health presentations and interest in learning about the clinical mental health and wellbeing sector within a complex health care system such as Eastern Health)

Aboriginal & Torres Strait Islander Candidates

Eastern Health's Aboriginal Workforce Plan 2023 – 2026 has recently been released. With a strong focus on cultural safety and belonging, actions included in the Workforce Plan provide practical supports for all Aboriginal and/or Torres Strait Islander staff.

An Aboriginal Employment Coordinator is available to ensure each person has culturally safe and positive employee experiences which foster belonging and access to diverse experiences and career pathways.

Should you require further information regarding this position or support to complete an application, please contact the Recruitment Manager for this position or Eastern Health's Aboriginal Employment Coordinator at Aboriginal.Workforce@easternhealth.org.au