

Eastern Health

POSITION DESCRIPTION

Position Title:	Senior Clinical Neuropsychologist
Award Classification:	Grade 3
Award / Agreement Name:	Medical Scientists, Pharmacists and Psychologists Victorian Public Sector (Single Interest Employers) Enterprise Agreement 2021 – 2025.
Position Reports to:	Operationally: Managers, Central and Outer East CCTs, Adult Community. Professionally: Psychology Clinical Lead Adult & Older Adult and Director of Profession.

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

The Grade 3 Senior Neuropsychologist will be responsible for providing clinical neuropsychology services predominantly to the Central and Outer East (CE) Continuing Care Teams (CCT), Mobile Support Team Services (MSTS), Inpatient Units and Community Care Units (CCU). Services to be provided include neuropsychological assessment, clinical supervision to more junior neuropsychology staff and postgraduate students, consultation to other staff and programs, education to consumers and carers, and management including behavioural intervention. The Grade 3 Senior Neuropsychologist will deliver a responsive, evidence-based service, be experienced in working within a multidisciplinary team and to work well under time pressure.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

Health-care Excellence:

- To provide a senior clinical neuropsychology role with the Adult and Older Adult MHWP, providing advanced knowledge and in relation to complex clinical issues including neuropsychological presentations in mental health, dual diagnosis and professional practice.
- Provide comprehensive neuropsychological assessment to support recovery planning, diagnostic clarification and decision-making capacity as referred.
- Develop and implement interventions and recommendations in collaboration with consumers, significant carers and the multi-disciplinary team.
- Contribute neuropsychology expertise to the team clinical reviews, handovers and case conferences
- Actively seek feedback on professional performance and respond professionally to such feedback.
- Demonstrate high-level organisational skills through efficient time management and professional responsibility including modelling the ability to appropriately prioritise workload and manage multiple competing demands.
- Provide role modelling of appropriate professional behaviours in all areas of practice, including punctuality and appropriate dress.
- Comply with Health Service and Departmental policies and procedures (e.g. annual staff performance review).
- Demonstrate 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.
- Make a child protection report to DHHS if they have a reasonable belief that: a child has suffered, or is likely to suffer, significant harm due to physical injury or sexual abuse; and the child's parents have not protected, or are unlikely to protect, the child from that type of harm.
- Undertake other duties/responsibilities consistent with employee's skill level and classification

Communication:

- Provide secondary consultation to staff members and to other agencies in relation to complex clinical issues and neuropsychological presentations.
- Demonstrate clarity in all clinical documentation
- Provide information, support and psychological education to consumers, families and carers and other professionals and agencies.

Organisational Skills

- Manage own time and prioritise competing demands to ensure completion of clinical work.
- Demonstrate punctuality and timeliness
- Ensure all documentation is completed and maintained in accordance with Eastern Health Standards.
- Ensure all reporting and data management requirements are adhered to
- Adhere to Eastern Health Policies and Procedures.

Professional Development, Quality and Supervision

- Participate in clinical and line supervision in accordance with AHPRA, PBA and Eastern Health requirements.
- Provide clinical supervision to more junior neuropsychologists and postgraduate students

- Prioritise attendance at Psychology Meetings
- Attend and actively participate in internal and external professional development activities.
- Participate in performance review process

Research and Education

- Demonstrates an ability to initiate, implement and evaluate research and encourages staff to participate in research and quality projects.
- Promotes an organisational commitment to research and quality projects
- Promotes research via publication or presentation at relevant forums

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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Position Reports to:	Operationally: Managers, Central and Outer East CCTs, Adult Community. Professionally: Psychology Clinical Lead Adult & Older Adult and Director of Profession.

Qualifications:

- A Masters or Doctoral qualification in Clinical Neuropsychology
- Current general registration with the Psychology Board of Australia.
- Endorsement as a neuropsychologist with the Psychology Board of Australia
- Board Approved Supervisor status, recognised by AHPRA
- Eligibility for membership of the College of Clinical Neuropsychologists of the Australian Psychological Society
- 5 years of experience post-qualification.

Essential:

- Demonstrated ability to conduct comprehensive psychological assessments and to formulate and implement appropriate evidence based interventions that are consistent with best practice in neuropsychology.
- Experience in adult mental health with adult psychiatric and neuropsychiatric conditions
- Proven ability and commitment to work collaboratively with consumers, significant carers, members of multidisciplinary team and external agencies.
- Highly developed written, IT and verbal communication skills.
- Demonstrate a capacity to work in a multi-disciplinary team
- Strong organizational and time management skills
- Demonstrate a commitment to maintain up to date clinical and management knowledge by regular attendance at conferences and workshops or other professional development activities.
- Demonstrated commitment to reflective practice
- A current Victorian Drivers Licence.

Desirable:

- Relevant post-graduate qualifications.
- Contribution to the profession through conference presentations and / or publications

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