

# Eastern Health

## POSITION DESCRIPTION

<b>Position Title:</b>	ICYMHS ACCESS Mental Health Clinician, Infant, Child and Youth Mental Health Service (ICYMHS) Permanent Full time/Part time
<b>Award Classification:</b>	Grade 3 Occupational Therapist, Social Worker, Clinical Psychologist, Grade 4 Mental Health Nurse
<b>Award / Agreement Name:</b>	Victorian Public Mental Health Services Enterprise Agreement 2021 – 2024 Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Enterprise Agreement 2021-2025
<b>Position Reports to:</b>	Line Report –Stream Leader ACCESS ICYMHS Professional Report – Allied Health Program Senior MHP & SWS, Director of Nursing MHP (dependent upon discipline)

### 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**

This Senior Mental Health Clinician role is with the Access Team, part of Eastern Health Infant, Child and Youth Mental Health Service (ICYMHS). Access is responsible for much of the initial contact with ICYMHS. Access is a multidisciplinary team, with contributions from Social Work, Psychology, Occupational Therapy, Nursing and Psychiatry.

The Senior Clinician will provide leadership within the team in consultation with the other senior clinicians, consultant psychiatrist and Access Team Leader to deliver high quality, efficient and effective phone intake/triage; Centre-based face to face mental health crisis assessment; and other brief intervention based therapeutic interventions. The Senior Clinician will undertake initial needs identification; deal with enquires for information and ensure these are appropriately directed within the service; screen individual referrals for eligibility and complete intake assessments (defining appropriate service responses on the basis of functional presentation of the child or young person, degree of risk, needs identified for example); facilitate referrals to other agencies or providers where appropriate; provide selected brief interventions and support community functions of consultations; training; and professional development as required. The clinician will ensure access to information and engagement in care is provided consistent with the principles and guidelines of ICYMHS, the Victorian Department of Health and Human Services Mental Health Services and the Victorian Chief Psychiatrist.

The Senior Clinician will have substantial clinical experience in infant, child and youth mental health services and have a commitment to ongoing professional and service delivery development. The Senior Clinician will model best practice and support other team members and the Access Team Leader to deliver high quality, efficient and effective telephone, centre based and outreach assessment and intervention to children and youth in the eastern region.

## **2. MAJOR DUTIES AND/OR RESPONSIBILITIES**

- Provide leadership in the delivery of co-ordinated and integrated access for children, youth and their families to mental health services through the triage of crisis referrals, ensuring timely and appropriate response to manage presenting risk.
- Provide training, supervision and mentoring of Access staff.
- Provide expert assessments of children, adolescent and young adult referrals, including phone-based and face-to-face assessment. This includes direct assessment of children and adolescents presenting to Box Hill Hospital Emergency Departments during office hours.
- Provide short term intervention for children, adolescents, young adults and their families.
- Provide expert child and youth mental health advice and consultation to referring agencies professionals, families/carers and potential clients, both individually and in collaboration with other ICYMHS staff.
- Complete telephone triage and direct crisis assessments and ensure timely and appropriate response to manage presenting risk. Decisions will comply with the Mental Health & Wellbeing Act 2022, Victorian State-wide Mental Health Triage Scale, Eastern Health policies and ICYMHS Access guidelines. These documents are used to guide and implement decision making. Ensure preliminary screening of referrals, defining appropriate service responses, facilitating referral to other agencies where appropriate, or arranging an appropriate ICYMHS response. Assessments may occur in emergency departments or community mental health services.

- Develop, provide, and deliver clinical education and training when necessary to GPs, Primary Care Providers and mental health staff (from Eastern Health and other agencies/providers), clients/consumers and carers.
- Work in partnership with primary, secondary and tertiary services to further enhance and develop clinical responsiveness for primary care providers, consumers and carers.
- Foster and develop relationships with key community stakeholders for best client/consumer outcomes.
  - In collaboration with the Access Team Leader, promote, support and participate in a working environment of quality improvement, evidence based practice and reflective thinking consistent with recovery oriented practice amongst all staff.
  - Provide leadership to the Access Team in the absence of the Team Leader.
- Model the professional standards in accordance with Eastern Health Values.
- Ensure the relevant recording and reporting of data required to ensure that the team and ICYMHS both meet KPI requirements and have a sound understanding of the workload, demands, and responses.
  - Document clinical services in the case record and complete appropriate and timely service statistics.
- Provide guidance, support and supervision to other members of the multi-disciplinary team, particularly less experienced staff.
- Support the induction of new staff and buddy system when relevant.
- Participation in annual performance process and self-development program with the ACCESS Team Leader as appropriate.
- Actively participate in quality accountability activities including regular clinical and operational supervision, clinical review process, peer review and professional development to reflect on and enhance practice skills.
- Participate in internal and external evaluation of the service as applicable.
- Ensure the development of appropriate structures, policies and procedures for effective multidisciplinary team functioning in line with government policy, legislation, and Eastern Health's Mental Health Program.
- Demonstrate sound knowledge of the relevant legislation and frameworks for recovery oriented practice pertaining to working in mental health and with children and their families.
- Detailed knowledge of the relevant legislation pertaining to working in mental health, eg Mental Health Act, Children, Youth and Families Act etc.

### 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 centred 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

<b>Position Title:</b>	Senior Mental Health Clinician, Infant, Child and Youth Mental Health Service (ICYMHS) Permanent, Part time (0.6)
<b>Award Classification:</b>	Grade 3 Occupational Therapist, Social Worker, Clinical Psychologist, Grade 4 Mental Health Nurse
<b>Award / Agreement Name:</b>	Victorian Public Mental Health Services Enterprise Agreement 2021 – 2024 Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Enterprise Agreement 2021-2025
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**Qualifications:**

**Essential:**

- The successful applicant will have one of the following qualifications:
  - Occupational Therapist:
    - Registration as an Occupational Therapist with the Occupational Therapy Board of Australia, Australian Health Practitioners Registration Agency.
    - A minimum of 5 years' experience as a qualified/fully registered Occupational Therapist.
  - Social Work:

- Holds a degree qualification in Social Work that has been approved by the Australian Association of Social Workers (AASW) for membership as a Social Worker.
- Maintains compliance with the AASW Continuing Professional Development Policy in order to meet the Eastern Health Allied Health credentialing standard.
- A minimum of 5 years' experience as a qualified/fully registered Social Worker.
  
- Psychology:
  - Full registration or eligibility for full registration as a Psychologist by the Psychology Board of Australia (PBA).
  - Hold a Masters or Doctoral coursework qualification in Clinical Psychology that has been approved by the Psychology Board of Australia.
  - Registration endorsement or eligibility for endorsement in the Approved Area of Practice of Clinical Psychology.
  - Hold approved Supervisor status with AHPRA.
  - A minimum of 5 years' experience as a qualified/fully registered Psychologist.
  
- Psychiatric Nursing:
  - Registered as a Nurse with the Australian Health Practitioner Regulation Authority with approved/endorsed postgraduate qualifications in Psychiatric Nursing.

**Desirable:**

Post-Graduate qualifications in Mental Health or related field

**Experience:**

- Minimum of four /five years post qualification clinical experience in youth mental health.

**Knowledge and Skills:**

- Extensive experience and demonstrated ability to provide high quality and comprehensive mental health assessment including crisis and risk assessments through phone, direct and outreach-based approaches.
- Demonstrated clinical skills in providing brief mental health interventions to children, adolescents, young adults and their families.
- Demonstrated ability to provide supervision and reflective spaces for clinicians and interns/students.
- Knowledge and experience in the process of developing and refining quality improvement systems, protocols to ensure provision of high quality care and research protocols.
- Ability to identify referral trends and themes and contribute to service planning.
- Demonstrated high level of interpersonal skills and demonstrated abilities to consult, liaise and negotiate with other service providers and agencies that work with our client group.
- Knowledge of the principles and application of the Children, Youth and Families Act and the Mental Health Act and other legislation and policies relevant to child, youth and family mental health work.
- A working knowledge of “The Framework for Recovery-orientated Practice” that underpins a recovery oriented approach to service delivery for the Victorian Mental Health Sector.

- Ability to contribute to improving systems and protocols that ensure continuity of care across the service system.
- High level of interpersonal skill and demonstrated ability to consult, liaise and negotiate with children, youth, their parents or carers, other family members, members of the general community and other professionals.
- Ability to function effectively and provide leadership in a multi-disciplinary team. This is expected to include contributing discipline specific skills and perspectives to enhance the functioning of the Access team.
- A demonstrated commitment to professional self-development and quality improvement by participating in own clinical supervision, and other forms of on-going education.
- Capacity to make informed clinical decisions regarding highly complex referrals.
- Skills and experience in discipline specific formal assessment of children, youth and their families.
- Computer skills commensurate with maintaining a referral and resource database, plus the ability to type directly into a database while referrals are being taken via the telephone.
- Incumbent required to undergo a National Criminal History Check
- Incumbent required to hold a current Working with Children Check valid for employment purposes
- Hold a current Victorian driver's licence and Working with Children Check valid for employment purposes.

**Desirable:**

- Experience with developing and supporting regional partnerships at a multi-agency level.
- Clinical experience and demonstrated ability in working with vulnerable young people within the mental health sector and sound knowledge of the relevant legislation pertaining to mental 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](mailto:Aboriginal.Workforce@easternhealth.org.au)