

Position Title:	Consultant Psychiatrist - Spectrum
Award Classification:	At the appropriate classification rate commensurate with level of experience in accordance with the AMA Victoria – Victorian Public Health Sector Medical Specialists Enterprise Agreement 2022 - 2026 or its successor
Award / Agreement Name:	Medical Specialists (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022 - 2026
Reports to:	Clinical Director, Spectrum, Eastern Health

1. 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. ‘Being part of Eastern Health is being part of a welcoming team of healthcare experts’ is achieved through Eastern Health’s strategic goal of HEALTHIER TOGETHER.



SPECTRUM

Spectrum specialises in personality disorder and complex trauma. Spectrum is a centre of clinical excellence for personality disorder and the statewide specialist personality disorder service for Victoria, funded by the Department of Health and provided by Eastern Health. Spectrum provides direct clinical care for people with complex and or severe personality disorder, secondary consultations and second opinions for clinicians working with people experiencing complex trauma and/or personality disorders, training and capability building projects. Underpinning these areas are Spectrum's research, innovation and evaluation activities. Spectrum provides leadership and advocacy for appropriate access to evidence based healthcare and other supports for individuals and their carers living with personality disorder across Australia.

www.spectrumbpd.com.au



2. POSITION PURPOSE

The strategic aim of the position is to provide expertise and improve clinical practice in the assessment and management of patients/clients at the interface between autism spectrum disorder and personality disorder. The role involves working in a multidisciplinary team in the assessment of clients referred to Spectrum with diagnostic uncertainty. Clients are offered a multidisciplinary autism and personality disorder assessment, report and management plan.

The second component of this role involves providing support to Eastern Primary Health Network (PHN) General Practitioners. This forms part of Spectrum's primary health network project aimed at building capacity within the PHN for working with personality disorder, complex trauma and chronic suicidality. The role will include clinical supervision, secondary consultation and providing direct patient/client services as appropriate.

To provide excellent clinical care for his/her patients/clients.

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- To provide leadership for junior medical and other clinical staff.
- To support the service's teaching, research and clinical governance programs.

3. MAJOR DUTIES AND/OR RESPONSIBILITIES

3.1 Provision of Clinical Services

- Assume clinical responsibility for patients/clients under his/her care.
- Provide expertise in the interface between autism spectrum disorder and personality disorder through offering expert assessment, diagnosis, case planning and appropriate treatment to referred patients/clients and their families and providing consultation and education to the network of referring agents and other service providers.
- Frequently assess and review patients/clients jointly with other staff so that shared planning can take place, and the specialist can supervise and model best practice delivery of care.
- Maintain an in-depth knowledge of the patients/clients under his or her care, and be able to provide a stable, skilled and scholarly long-term perspective on the patient's/client's progress.
- Facilitate and encourage the relevant and appropriate participation of families and consumers in treatment decisions and planning.
- Demonstrate an understanding of the importance of continuity of care by collaborating constructively with other programs within Eastern Health, other Area Mental Health services and/or GP's and Mental Health Community Support agencies across Victoria when clients are being jointly managed or transferred.
- Ensure clinical practice and prescribing patterns meet acceptable standards and achieve best practice.
- Support evidenced based clinical practice and safe coordinated patient/client care by participating in appropriate clinical governance committees and processes for quality improvement, complaint investigation, risk management and development of clinical guidelines.
- Participate in the review of adverse events and serious incidents, and ensure, in collaboration with the respective program manager, that policies and systems are developed to address identified issues.
- Contribute to the continuous improvement of the service through active involvement in the research, professional education, and staff development activities.
- Ensure the development of appropriate structures, policies and procedures for rational resource allocation and safe practice in line with government policy, legislation, and Spectrum's frameworks.
- Adhere to and comply with relevant legislation i.e. Mental Health Act.

3.2 Communication

- Ensure that patients/clients/families are given adequate information upon which to base treatment decisions and follow-up.
- Develop effective communication with and be receptive to patient/client, family and carers, peer groups, GPs and other mental health and/or relevant service providers.
- Support multi-disciplinary teamwork.
- Provide advice to and liaise with staff from other units as required.
- Ensure discharged patients/clients have documentation of their care for GP follow up.

- 3.3 Quality and Clinical Review Activities** *(refer also to section 6)*
- Participate in the quality activities program, including audit activities, review of deaths and analysis of relevant clinical and key performance indicators (KPIs).
 - Attend meetings where necessary.
 - Assist in developing and implementing clinical pathways where appropriate.
 - Assist in developing protocols and guidelines where required.
 - Assist in resolving patient and relative complaints.
 - Notify the Executive Clinical Director or Deputy Clinical Director, Spectrum of any sentinel event or serious adverse incident within the Spectrum.
- 3.4 Education, Research & Professional development** *(refer also to section 5)*
- Participate in undergraduate and postgraduate education.
 - Provide direction, supervision and training to junior medical staff attached to the respective program.
 - Foster an environment of education, quality improvement, evidence-based practice and reflective feedback and learning.
 - Lead, and support staff in, the fostering skills in research and utilisation of outcome measures for effective use of resources and improved patient/client outcomes.
 - Participate in the education and assessment of undergraduate medical students, and of students of other disciplines as requested.
 - Participate in, and take responsibility for, service-wide education programs and training to external agencies across Victoria as requested.
 - Maintain an active interest and participation in research and academic publication.
 - Attend relevant educational activities.
 - Comply with RANZCP requirements for ongoing professional education.
- 3.5 Efficiency**
- Support the efficient utilisation of resources, including efficient bed utilisation.
 - Collaboratively work with the respective managers in determining an optimal range of clinical programs and structures within available resources.
 - Liaise as appropriate with key stakeholders in service delivery eg mental health services, carers, emergency services, welfare groups and universities.
 - Without compromising patient/client care, maximise revenue through benchmarking of productivity/efficiency measures with comparable hospitals.
 - Work within the budgetary provisions for the delivery of clinical services.
 - Give reasonable notification of absences prior to periods of leave.
- 3.6 Performance Review** *(refer also to section 9)*
- Participate in the Eastern Health performance review system clinical supervision and self-development program.
 - Demonstrate clinical leadership by participating in the feedback, professional development, and performance management programs of both junior medical staff and other clinical staff [of any discipline].
- 3.7 Other**
- Comply with Eastern Health and Spectrum policies, procedures and clinical guidelines.
 - Comply with Occupational Health and Safety requirements.

4. 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 Compensations (WIRC) Act 2013.

5. 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.

6. 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 fulfill 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.

7. 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 2000.

8. 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.

9. 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.

10. 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.

ATTACHMENTS

- Attachment 1 Key Selection Criteria
- Attachment 2 Key Result Areas /Key Performance Indicators
- Attachment 3 Eastern Health /Department Information

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: ____/____/____
Executive Director – Medical and Clinical Governance, Eastern Health (or delegate)

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

- Must be a registered medical practitioner with the Medical Board of Australia.
- Fellowship of the Royal Australian and New Zealand College of Psychiatrists and relevant training in addiction psychiatry
- Excellent clinical skills and knowledge of contemporary Personality Disorder & Complex Trauma treatment practices.
- Demonstrated experience in research and/or education training activities relevant to Personality Disorder & Complex Trauma.
- Demonstrated ability to provide clinical leadership.
- Demonstrated commitment to professional standards and work practices.
- Excellent communication and interpersonal skills, including an ability to prepare written reports, to negotiate with, and gain cooperation and support, from a wide range of stakeholders
- Computer literacy
- Current Victorian Driver's Licence.

Desirable

- Research experience in the fields of Personality Disorder & Complex Trauma as demonstrated by academic refereed publications.
- Demonstrated ability in policy development, service development and planning
- Demonstrated experience in teaching of medical students and HMOs.
- Teaching experience of other clinical staff – nursing and allied health.

ATTACHMENT 2

Key Result Areas /Key Performance Indicators

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- Punctuality in attendance.
- Adherence to and compliance with relevant legislation i.e. Mental Health Act
- Appropriate supervision of all junior medical staff at all times as the senior medical officer.
- Excellence in medical documentation.
- Undertaking of specific tasks under the portfolio/s for administrative work, audit, patient safety and clinical guideline development, teaching and research as allocated by the Executive Clinical Director, Spectrum.
- Representation of Spectrum internally within Eastern Health and externally in the broader health system.
- Professional and high standard working relationship with all staff in Spectrum and Eastern Health.
- Participation in the senior on call roster within Spectrum.
- Compliance with Eastern Health policies.

ATTACHMENT 3

Eastern Health/Department/Specialty Information & additional position requirements

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Department / Specialty Area	Eastern Health – Spectrum
Campus / Physical Location	1/110 Church Street, Richmond

SPECIALTY SPECIFIC INFORMATION

LOCAL WORK ENVIRONMENT:

Spectrum specialises in personality disorder and complex trauma. Spectrum is the statewide personality disorder service for Victoria, funded by the Department of Health and provided by Eastern Health. Spectrum's original service specification was to provide consultation, training, treatment and research in relation to people with severe and borderline personality disorder at risk of serious self-harm or suicide.

Spectrum's service activities in clinical service provision, associated research and training of public sector mental health clinicians across Victoria have developed substantially since its inception in 1998.

The clinical work is supported by senior specialists in Workforce Development and Research/Evaluation. Additional specialist psychiatry cover is provided by two full time psychiatric registrars.

Clinical leadership is provided by the Associate Director and the Deputy Clinical Director. Final authority for all clinical matters rests with Executive Clinical Director, Spectrum.

Operational leadership is provided by the Associate Program Director, Spectrum. Final authority for all operational matters rests with the Program Director, Statewide Services.

SPECTRUM WORK DOMAINS:

1. A complex needs service that is mobile and resourced to provide tertiary level direct patient services for patients assessed to have complex and/or suffering severe personality disorders. This includes the provision of secondary consultations for clinicians and others members of the treatment team for patients accepted for Spectrum treatment. The team also provides care for up to 30 patients managed by specialist AMHS or forensic-corrections services.
2. Outpatient Treatment Clinics operating from Richmond in the Melbourne metro area provide empirically supported individual and group psychotherapy treatments for up to 50 patients and where indicated, carers and family, referred by GP's and AMHS clinicians.
3. A Referral and Consultation Service to respond to calls from referrers and the general public. With input from the executive and deputy clinical directors, this part of Spectrum's service triages patient referrals for appropriate assessment and follow up. It collates, updates and distributes information suitable for consumers, their families and carers as well as delivering an expert telephone based secondary consultation service for

clinicians from Victorian mental health services (AMHS and MHCSS) who are treating and supporting BPD clients. Telephone services link to various web based information supports developed and maintained by this team.

4. A Workforce Development Service which primarily supports the relevant training needs of Victorian AMHS clinicians and MHCSS community workers. This service also develops initiatives for individual AMHS's that may involve more intensive and integrated packages of training, secondary and tertiary consultation achieving agreed development objectives, for periods of up to 12 months.
5. A Research and Innovation Service which develops and pilots brief and longer term treatment interventions which are manualised and evaluated, as well as conducting research across a range of topics related to personality disorder and complex trauma.

Spectrum's research and evaluation activities underpin these five work domains.

Spectrum's senior leadership team works together to ensure the domains described above operate within the allocated resources. They ensure that dynamic service demands are anticipated and adequately covered wherever possible.