

Eastern Health

POSITION DESCRIPTION

Position Title:	Senior Clinician – Duty Worker
Award Classification:	PN 4 / OT4 / SW4 / P3
Award / Agreement Name:	Victorian Public Mental Health Services Enterprise Agreement 2025 - 2028 Medical scientists, pharmacists and Psychologists Victorian Public Sector (single interest employers) Enterprise Agreement 2021–2025
Position Reports to:	Operationally – Service Manager, Continuing Care Team Professionally – Clinical Lead for the Allied Health Discipline or the Director of Nursing, Mental Health

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 Senior Clinician-Duty Worker (SC-DW) will partner with consumers, carers, families and other service providers to provide high-quality discipline-specific mental health assessment and consultation services within a recovery-oriented framework.

The SC-DW will work as part of a multidisciplinary team and is responsible for providing comprehensive assessment, intervention, and community linkage of the identified client group referred via Eastern Health Mental Health Triage Service (Triage), Psychiatric Consultation Liaison service (CL), Crisis Assessment and Treatment Team (CATT), Prevention and Recovery Care (PARC) and Continuing Care Team (CCT) for a time-limited episode of care per established Eastern Health Mental Health & Wellbeing Program Standards, Practice Guidelines and Model of Care.

The SC-DW will actively implement the Recovery approach within the Adult Mental Health Service (AMHS) Continuing Care Team at Eastern Health.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

- Participates in the delivery of recovery-focused services through the lens of the Collaborative Recovery Model.
- Works collaboratively with the broader multidisciplinary team to ensure the efficient, effective and responsive operation of the allocated work Unit, in line with the Organisation's strategic direction.
- Supports individuals accessing services and their family's understanding of care delivery and care planning through effective and timely communication with these individuals and their significant others, team members, and the public.
- Has sound knowledge of Practice Guidelines, Staff Handbook, and Code of Conduct. Reports personal/other non-compliance to the Team Leader or delegate.
- Ensures that all administrative functions are completed within the mandates of the position and direction of the Team Leader or delegate.
- Ensures clinical interventions are evidence-based and consistent with Standards, Policy, and Clinical Practice Guidelines prescribed by the Organisation. Is accountable for reporting outcomes of case management interventions to the Team Leader or delegate.
- Works collaboratively with consumers to undertake mental state and risk assessments and communicate his information with the multidisciplinary team.
- Demonstration of relevant family violence practice according to the 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.
- Actively contributes to the review of workload allocation and participates in clinical review meetings that guide the implementation and evaluation of consumer treatment goals
- Collaboratively engages with the multidisciplinary team to enable discipline-specific assessment, treatment, and consultation with consumers, carers and other team members.
- Develops knowledge of local resources and services to make an appropriate referral, provide advocacy, and initiate service development activities that will proactively enhance consumer access to community services.
- Where required, undertakes training and provides preceptorship to students.
- Complies with data collection and reporting requirements along with administrative procedures as required, including the use of outcome measurement tools

- Contributes to sustaining a positive team environment that maximises the range of consumer services available through the multidisciplinary team
- Participates in service development, planning, and quality improvement activities on a team level and within the organisation.
- Collaborate with consumers and other agencies to provide timely and accurate information sharing between all parties.
- Collaborates with consumers to achieve their goals through service coordination which may include Services) Alcohol and other Drug (AOD) services, homelessness, primary health and community support services.
- Other duties as directed by the Team Leader or delegate for the efficient and effective running of the service.

In addition to providing duty activities, the Senior Clinician will have the following accountabilities:

- Participate in service development and liaise and consult with other community groups to improve services for people with mental illness and disability.
- Participate in developing appropriate structures, policies and procedures for rational resource allocation and safe practice in line with government policy, legislation, and Eastern Health Mental Health Program frameworks.
- To assist the Team Leader and Service Manager in implementing professional clinical practices and standards.
- To undertake higher duties for the team leader role, to cover planned and unplanned absences of the team leader.
- Supervision of students and staff.
- Provide clinical leadership, guidance and support to other multi-disciplinary team members.
- Provide the lead in a major portfolio or project as agreed with the Team Leader.
- Assessment and case management for consumers with a high degree of complexity
- Ensure Clinical review is conducted according to process.
- Demonstrate a positive attitude to the role and responsibilities
- Participate in meetings and forums within the Mental Health program as a senior member of staff.
- To provide a senior discipline role within the service, including providing discipline-specific specialist assessments and interventions for consumers and providing a discipline-specific perspective to the multi-disciplinary team.
- Participate in the leadership and development of your profession within the Eastern Health Mental Health program in conjunction with the discipline senior

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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Award / Agreement Name:	Victorian Public Mental Health Services Enterprise Agreement 2025 - 2028
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Essential

Qualifications:

- Registration with AHPRA as a registered nurse and appropriate qualifications in Psychiatric Nursing, including holding postgraduate diploma in psychiatric/mental health nursing.
- Registration as an Occupational Therapist with the Occupational Therapy Board of Australia, Australian Health Practitioners Registration Agency.
- Holds a degree qualification in Social Work that has been approved by the Australian Association of Social Workers 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.
or
- 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 Approved Area of Practice of Clinical Psychology.
- Hold approved Supervisor status with AHPRA

Experience:

- Minimum of 5 years varied experience in psychiatric nursing in a range of settings including the community and post-graduate qualification relevant to mental health nursing or completion of specialist undergraduate mental health nursing program (or a specialist post basic course of training which lead to registration as a Division 3 nurse under the Nurses Board of Victoria).
- For Occupational Therapy, Social Work and Psychology a minimum 5 years' experience as a registered occupational therapist, social worker, or Psychology.

- Advanced theoretical knowledge of discipline specific assessment and treatments in mental health.
- Demonstrated high level of ability in the delivery and evaluation of a range of high quality services to consumers, families and carers within a mental health setting
- Demonstrated commitment to and ability to practice utilising the recovery approach in mental health treatment and support, with a focus on working collaboratively with consumers and carers to promote self-determination and enable progress towards reaching personal recovery goals.
- Demonstrated ability to provide leadership at a level consistent with the responsibilities of a senior clinician.
- Compliance with code of ethics and legal requirements of the occupational therapy profession
- Demonstrated commitment to provision and receipt of professional supervision and ongoing professional development

Knowledge and Skills:

- Understanding and commitment to professional standards, codes and behaviours as legislated through the Health Act, Nursing Midwifery Board of Australia, other relevant professional bodies and Eastern Health Policy, Standards and Practice Guidelines.
- Awareness and understanding of National Standards and Accreditation Standards.
- Victorian and National Legislation governing area of practice (e.g. Mental Health Act 2014)
- Eastern Health Nursing and Midwifery Domains of Practice (2014) (For Nursing)
- High level communication, written and verbal, with demonstrated high level of inter personal skills with consumers, their families and all health care professionals.
- Commitment to ongoing professional development.
- Computer literacy with common Microsoft platforms and patient management systems and embracing of health technologies and informatics.
- Exhibit behaviour which reflects the Eastern Health values and the relevant professional Codes and Standards.
- Commitment to participate and complete all aspects of the TSP program requirements
- Committed to providing a safe environment for all.
- Respectful, collaborative and kind.