



POSITION DESCRIPTION

Position Title:	Senior Clinician/Case Manager Perinatal Emotional Health Service Infant, Child, and Youth Mental Health Service (ICYMHS) Mental Health & Wellbeing Program Permanent 1.0 EFT position
Award Classification:	Grade 3 Clinical Psychologist, Grade 4 Occupational Therapist/Social Worker/Mental Health Nurse
Award / Agreement Name:	Victorian Public Health Sector (Medical Scientists, Pharmacists & Psychologists) Enterprise Agreement 2021-2025) Victorian Public Mental Health Services Enterprise Agreement (2025-2028)
Position Reports to:	Line Report: Perinatal Emotional Health Service Team Leader Professional Report: ICYMHS Clinical Lead Allied Health (dependent upon discipline) or MHWP Director of Nursing

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.

Our promise

Healthier together



1. POSITION PURPOSE

The Perinatal Emotional Health Service located in Box Hill aims to improve the identification of women in the antenatal and post-partum period with mental health difficulties, improve referral and treatment pathways between hospital and primary/community health services and clinical mental health services, provide evidence-based accessible care for women and their infants, and strengthen capacity of the health workforce to support women at risk of perinatal mental illness, their carers/partners and families. The team consists of a team leader, consultant psychiatrist, mental health clinicians, clinical midwife consultants and a Lived Experience Worker.

The mental health clinician work collaboratively as part of a multidisciplinary team providing high quality assessment, evidence based clinical care and specialist interventions to women and their carers/partners and families in the perinatal period. The mental health clinician will operationally report to the PEHS Leader, clinically to the PEHS Team Consultant Psychiatrist and professionally to the ICYMHS Clinical Lead.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

As a member of the team, the clinician will provide:

- Provide high quality mental health assessment, diagnosis, formulation, and treatment for women in the perinatal period.
- Provide evidence based treatment in a flexible model including both in reach and outreach to women in the perinatal period
- Provide primary and secondary consultation to key stakeholders, including Eastern Health maternity services and Maternal and Child Health services across the Eastern Region. This includes supporting appropriate referral pathways and building capacity to identify and respond to perinatal mental health concerns.
- Meet Key performance Indicators, including ambulatory contact targets and outcome measurements,
- Have a sound working knowledge of relevant standards, policies, frameworks and strategies related to the Mental Health and with particular relevance to Infant, Child and Youth Mental Health (including National Mental Health Standards, National Framework for Recovery Oriented Mental Health Services, Child Safe Standards)
- Adhere to and comply with relevant legislation including the Mental Health Act 2022, Children, Youth and Families Act 2005, Family Violence Protection Act 2008, the Charter for Human Rights and Responsibilities Act 2006, the Health Records Act 2001, Privacy and Data Protection Act 2014
- 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
- Maintain accurate, contemporaneous, timely electronic file notes and other clinical documentation and complete appropriate and timely service statistics.
- Provision of direct clinical care for approximately 40% of weekly clinical hours, in line with ICYMHS requirements.
- Other duties as directed by the Team Leader or manager, for the efficient and effective running of the service
- Leadership responsibilities as required, including acting in the Team Leader role.
- Contribution to a positive team culture and support of team members

- Supervision, mentoring, and clinical support for students, graduates, and junior staff as directed.

3. SAFE PRACTICE AND ENVIRONMENT

Eastern Health is a child safe organisation, committed to promoting the wellbeing and cultural safety of Aboriginal children, children with disabilities and all children in their diversity. More information [here](#).

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.

Our commitment to Diversity, Equity & Inclusion

Eastern Health is committed to creating a diverse and inclusive environment that welcomes and values all people. We recognise that diversity is essential in ensuring Eastern Health provides the best service to its consumers.

Aboriginal and/or Torres Strait Islander peoples, people from the LGBTIQ+ community, people living with disability and those from a culturally and linguistically diverse background, are strongly encouraged to apply.

For more information, please [click here](#).

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.

Healthcare workers are strongly recommended to follow COVID vaccination recommendations provided in the [Australian Immunisation handbook \(based on ATAGI advice\)](#). Seasonal vaccination against influenza is a

mandatory requirement of this role and employment is conditional on this being up to date prior to 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

Position Title:	Senior Clinician/Case Manager Perinatal Emotional Health Service Infant, Child, and Youth Mental Health Service (ICYMHS) Mental Health & Wellbeing Program Permanent .7 EFT position
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Essential

The successful applicant will have a minimum of 5 years' clinical experience in public tertiary mental health and particular experience and skills in the practice of community-oriented service delivery alongside 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 at least 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. Accreditation as a Mental Health Social worker is an advantage. • A minimum of at least 5 years' experience as a qualified/fully registered Social Worker

Mental Health Nursing: • Registered as a Nurse with the Australian Health Practitioner Regulation Authority with approved/endorsed postgraduate qualifications in Psychiatric Nursing. • Minimum of four years post qualification clinical experience in public mental health

Clinical Psychologist: • 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 at least 5 years' experience as a qualified/fully registered psychologist

Desirable

- Experience in perinatal emotional health service provision
- Post-Graduate qualifications in Mental Health, for example, Family Therapy, Infant Mental Health

Knowledge and Skills:

- Substantive clinical experience in public mental health, including collaborative, community-oriented practice. This includes mental health and clinical risk assessment, evidence-based interventions, case management, and consultation with women in the perinatal period and their families/carers, as well as broader systemic and community interventions.
- Demonstrated family violence practice in accordance with the allocated responsibility level within the Mental Health Program Workforce Mapping Tool. This aligns with the Multi-Agency Risk Assessment and Management (MARAM) Framework, Family Violence Information Sharing Scheme (FVIS), Child Information Sharing Scheme (CISS), and relevant legislative requirements and Eastern Health guidelines.
- Experience providing culturally sensitive, trauma-informed mental health care.
- Ability to assess and respond to family violence risk, complete MARAM assessments, and liaise with Child Protection where there are concerns for an infant of a PEHS consumer.
- Demonstrated experience in providing specialist primary and secondary consultation, advice, and support to primary and community health services regarding care and intervention for consumers with mental health difficulties.
- Sound knowledge of relevant legislation and frameworks supporting recovery-oriented practice in mental health, particularly in the perinatal context.
- Experience in delivering family-based and systemic interventions.
- Demonstrated experience in providing and participating in clinical supervision.
- Demonstrated ability to work both independently and collaboratively within a multidisciplinary team, including strong conflict resolution skills.
- Willingness to contribute to senior leadership within the team, including acting in the Team Leader role when required.
- Ability to develop and maintain strong interagency relationships, ensuring timely and accurate information sharing across services.
- High-level computer skills in word processing, record keeping, data analysis, and communication.
- Demonstrates high performance standards for self and others.
- Ability to meet defined timelines, KPIs, and project requirements.
- Current Victorian driver's licence.
- Required to undergo a National Criminal History Check.
- Required to hold a current Working with Children Check (employee status).
- Demonstrated understanding of Eastern Health's values and commitment to upholding them.
- Commitment to completing mandatory iLearn training annually.

Aboriginal & Torres Strait Islander Candidates

Eastern Health's Aboriginal Workforce Plan 2023 – 2026 was released in February 2023. 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

