



**The Royal
Melbourne
Hospital**

**Advancing
health
for everyone,
every day.**

**Join The Royal
Melbourne Hospital's
NorthWestern Mental
Health Service**



Position Description

**Community Mental Health Key
Clinician**





About The Royal Melbourne Hospital

As one of Victoria’s largest public health services, the Royal Melbourne Hospital (RMH) provides a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs. We are a designated state-wide provider for services including trauma, and we lead centres of excellence for tertiary services in several key specialties including neurosciences, nephrology, oncology, cardiology and virtual health.

We are surrounded by a Parkville Precinct of brilliant thinkers, and we are constantly collaborating to set new benchmarks in health excellence - benchmarks that impact across the globe. While the work we do takes us in inspiring new directions; caring for each other, our patients and consumers is as essential to who we are, as any scientific breakthrough we make.

Our people of more than 10,000 strong, embody who we are and what we stand for. We're here for when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing and for delivering excellence together, always.

Our Vision

Advancing health for everyone, every day.

The Melbourne Way

At The RMH we’re inspired by our vision of Advancing health for everyone, every day. While we’re each going about our different roles, we’re united by a shared understanding of the way we do things around here. We call it The Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

People First



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

Lead with Kindness



Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit— embracing the things that make us all unique.

Excellence Together



True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

Our Priorities

The RMH Strategic Plan: **Towards 2025 Advancing health for everyone, every day** is our plan for the future — one which we are committed to achieving together.

This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

1. Be a great place to work and a great place to receive care
2. Grow our Home First approach
3. Realise the potential of the Melbourne Biomedical Precinct
4. Become a digital health service
5. Strive for sustainability



Position Description

Position Title:	Community Mental Health Key Clinician - Ongoing
Service:	Inner West Area Mental Health Service
Location:	Waratah Clinic
Reports To:	Program Manager, Team Leader, Discipline Specific Supervisor
Enterprise Agreement:	Victorian Public Mental Health Services Enterprise Agreement 2016–2020 / Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Interest Enterprise Agreement 2017–2021
Classification:	Social worker Grade 2 Year 1-4, Occupational Therapist Grade 2 Year 1-4, Psychologist Grade 2 Year 1-4, Registered Psychiatric Nurse Grade 3 Year 1-4
Immunisation Risk Category:	Category A
Date of Review:	March 2022

Position Purpose

- As a member of the Community Team, the Community Mental Health Key Clinician applies their clinical knowledge and expertise to the assessment, delivery of evidence based treatment, interventions and support to consumers with complex mental health related needs, and to their family/carers. Provision of service is within acute and non-acute settings.
- You will have a mixed caseload of consumers requiring usual treatment, and those who require more intensive support. The role involves the provision of supervision to staff as well as students within the relevant discipline. All Key Clinicians are expected to take an active role within clinical review meetings and champion their discipline within a multidisciplinary setting.
- Working on a rotating 7-day week roster, this includes some evening and weekend shifts. There will be occasional circumstances when clinicians are required to work overtime (for example, when an outreach assessment has required more time than expected).

Department Description

NorthWestern Mental Health is one of the largest providers of Mental Health Services in Victoria. Our multi-disciplinary workforce of skilled and dynamic clinicians, consumers and carers, provide a recovery-oriented approach to care.

We are dedicated to providing a caring and high quality range of specialist, community and hospital-based mental health services for youth, adult and aged people who are experiencing, or are at risk of developing a serious mental illness.

We have a robust outlook regarding research and our partnerships with the Royal Melbourne Hospital, University of Melbourne, Australian Catholic University and Deakin University enable us to undertake clinical teaching and research in mental health.

NorthWestern Mental Health boasts a sophisticated learning structure and we pride ourselves on supporting continuing professional development.

The Inner West Area Mental Health Service - Royal Melbourne Hospital (IWAMHS - RMH) is committed to working with consumers during their recovery by offering holistic and evidence-based treatment, which is inclusive of family/carers and provided by clinicians with well-developed skills. Staff employed within the IWAMHS are expected to identify EB practice competencies and to use these in their clinical work



Our service strives to create the best possible learning opportunities available to complement and support both emerging and existing expertise. Staff are required to actively participate in their own practice development by engaging in available learning opportunities within the service, as well as being committed to sharing their knowledge with their colleagues.

Key Accountabilities – Position Specific

This position is open to Social Workers, Occupational Therapists, Registered Psychiatric Nurses and Psychologists.

The key accountabilities required are listed below:

- Delivery of evidenced based treatment and interventions that support consumers with complex mental health related needs and their families/carers
- Assist in building a positive culture and remain positive in a changing environment
- Implement new initiatives
- Support the team and other staff in their clinical decision making
- Accurately prepare documentation in a timely manner
- Communicate effectively with consumers, families/carers, colleagues and other service providers
- Change priorities to meet the needs of the consumer or team and adjust quickly to new tasks
- Drive self-development; contribute expertise in clinical meetings and to improve service delivery
- Demonstrate behaviours that support a recovery approach to care
- Present strong organisational and time management skills
- Exhibit behaviours reflective of Melbourne Health's values
- Participate in supervision and provide supervision to students as required
- Actively engage in discipline specific and multidisciplinary team activities and meetings
- Provide opinion regarding diagnostic impressions, formal diagnostic assessments, feedback on process considerations and treatment planning considerations/advice
- Deliver secondary consultations as sought by colleagues both formally and informally relevant to you discipline training and experience
- Develop thoughtful, evidence based recovery, treatment and management plans
- Engage and be part of the multidisciplinary team
- Contribute to team functions including new patient assessments, intake and rostered activities
- Participate in research activities supporting service development

Key Relationships

Internal

- Director of Clinical Services
- Deputy Director of Clinical Services
- Lead Consultant
- Community Team Managers
- Community Team Leaders
- Discipline Seniors
- Evaluation and Service Improvement Co-ordinator
- Health Information Manager
- Executive Assistant to Director Clinical Services and Area Manager
- Multidisciplinary Team
- Administration staff

External

- North Western Mental Health Executive Support Unit – Finance
- Human Resources
- Mental Health Training Development Unit
- Quality Planning and Innovation Unit
- Centralised Triage
- Facilities Management
- Office of Chief Psychiatrist
- Department of Health and Mental Health and Drugs Division
- MHCSS
- NDIS
- Housing



Internal

- Consumers and Carer Lived Experience Workgroup

External

- Employment
- Emergency services
- Acute Health
- Pharmacies
- Non-government agencies
- Alcohol and Other Drug Service
- Primary health providers

Selection Criteria

Formal Qualification(s) & Required Registration(s):

- Occupational Therapists:
 - Registration under the Australian Health Practitioner Regulation National Law Act (2009) with the Occupational Therapy Board of Australia.
 - An approved Degree from a recognised school of Occupational Therapy or other qualifications approved for eligibility for membership of the Australian Association of Occupational Therapy (Vic.).
- Psychologists:
 - Registration as a Psychologist under the Australian Health Practitioner Regulation National Law Act (2009) with practice endorsement as a Clinical, Forensic or Clinical Neuro Psychologist with the Psychology Board of Australia (or eligibility to enter a registrar program as a clinical, forensic or clinical neuro psychologist with the Psychology Board of Australia where relevant).
- Social Workers:
 - An approved degree in Social Work and eligibility for membership of the Australian Association of Social Workers.
- Registered Psychiatric Nurses:
 - Registration as a registered nurse under the Australian Health Practitioner Regulation National Law Act (2009) with the Nursing and Midwifery Board of Australia.
 - Bachelor Degree in Psychiatric/Mental Health Nursing or equivalent, or, Bachelor Degree in Nursing plus postgraduate qualification in Psychiatric/Mental Health Nursing.

Essential:

- At least 2 years of experience in the assessment, diagnosis, and treatment of severe mental illness and psychiatric disability (SW and OT)
- Excellent interpersonal skills and the ability to communicate effectively with consumers, families/carers, colleagues and other service providers
- Experience in at least one area of practice that aligns with the endorsed practice domains of the IWAMHS and have capacity and willingness to actively work using these approaches with consumers and carers.
- Ability to work with consumers, family and carers from a range of cultural backgrounds, and to provide gender sensitive services
- Commitment to ongoing professional development for self
- Well-developed writing skills and an ability to promptly prepare case assessments, individual service plans, discharge summaries and other forms of documentation.
- An understanding of the policies and procedures associated with the Mental Health Act and other relevant legislation
- Capacity to undertake alcohol and other drug screening, assessment, treatment planning, brief interventions with clients who have co-occurring mental health and substance use disorders
- Familiarity with a range of computer software packages including the Microsoft platform



- Current knowledge of effective evidence-based interventions appropriate to low prevalence disorders such as schizophrenia, bipolar affective disorder, personality disorder and substance abuse.
- Sound treatment skills for people with severe and enduring mental health conditions, or willingness and capacity to commit to development of evidenced based knowledge and practice
- Confident to change priorities to meet the needs of the consumer or team, adjust quickly to new tasks, be flexible and remain positive in a changing environment
- Excellent organisational and time management skills
- Ability to work autonomously and problem-solve whilst being aware of own limitations.
- A current Victorian Driver's Licence, and ongoing ability to use this form of transport
- Comply with all legal requirements pertaining to the position including responsibility for maintaining current registration as required by your professional organisation or other applicable Acts.

Desirable:

- Aboriginal and Torres Strait Islanders are highly encouraged to apply
- Experience in working with ACCHO and Aboriginal Communities and Families
- Ability to speak a community language
- Relevant postgraduate qualification in areas of specialist practice

Required Capabilities

The Capability Development Framework applies to all The RMH employees and describes the capabilities that are needed to meet our strategic goals.

Below is a list of capabilities and the attainment level required in this position.

<i>Capability Name</i>	<i>Attainment Level</i>
Organisational savvy	Consolidation
Communicating effectively	Consolidation
Building relationships	Consolidation
Patient and consumer care	Consolidation
Working safely	Consolidation
Utilising resources effectively	Consolidation
Innovation, continuous improvement and patient safety	Consolidation
Adaptability and resilience	Consolidation
Integrity and ethics	Consolidation
Delivering results	Consolidation
Analysis and judgement	Consolidation
Developing and managing skills and knowledge	Consolidation

Health, Safety and Wellbeing

The RMH aims to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors to the RMH.

RMH employees have a responsibility to:

- Maintain an understanding of individual responsibility for patient safety, quality and risk and contribute to organisational quality and safety initiatives;



- Take reasonable care for their own safety and wellbeing and that of anyone else that could be affected by their actions;
- Speak up for the safety and wellbeing of patients, consumers, colleagues and visitors and escalate any concerns that have or could impact safety;
- Accept responsibility for ensuring the implementation of health and safety policies and procedures and cooperate with the RMH in any action it considers necessary to maintain a safe working environment which is safe and without risk.

RMH Employees in supervisory/management roles have, in addition to the above, responsibility to:

- Ensure all health, safety and wellbeing procedures are in place and maintained in their work areas;
- Ensure risk management activities are undertaken and effective risk controls are in place;
- Make sure that training needs for all employees are identified and undertaken as required;
- Ensure incidents are recorded, investigated and corrective actions implemented as far as is reasonably practical.

The RMH Key Performance Indicators

RMH employees are measured through successful:

- Demonstration of RMH values and behaviours, being a role model for living the values;
- Completion of mandatory training activities including training related to the National Standards;
- Participation in the RMH and Division/Service specific business planning process (if required);
- Achievement of RMH and portfolio specific KPI targets as they apply to areas of responsibility;
- Participation in and satisfactory feedback through the annual performance review process; and, where applicable, ensure direct reports have individual development plans including an annual review;
- Ability to provide a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
- Ability to operate within allocated budget (if required).

Clinical Governance Framework

RMH employees have a responsibility to deliver Safe, Timely, Effective, Person-Centred Care (STEP) by:

- Fulfilling roles and responsibilities as outlined in the Clinical Governance Framework;
- Acting in accordance with all safety, quality and improvement policies and procedures;
- Identifying and reporting risks in a proactive way in order to minimise and mitigate risk across the organisation;
- Working in partnership with consumers and patients and where applicable their carers and families;
- Complying with all relevant standards and legislative requirements;
- Complying with all clinical and/or competency standards and requirements and ensuring you operate within your scope of practice and seek help when needed.

Equal Opportunity Employer

The RMH is an equal opportunity employer. We are proud to be a workplace that champions diversity; we are committed to creating an inclusive environment for all people. Our goal is for our people to feel safe, included and supported so that they can be at their best every single day.



Acceptance

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please PRINT IN CAPITALS)

Date (day/month/year)



Core and Specific Evidence Based Interventions					
Psychological Interventions	Family and Carer Work	Health & Wellbeing	Activity, Participation & Vocation	Lived Experience	Overcoming Hurdles
<p>Early Warning Signs & RWP discussion</p> <p>CBT Fundamentals*</p>	<p>Conversation with Family/Carer</p> <p>Family/Carer Fundamentals*</p> <p>Family Violence Screen</p>	<p>Physical health screening</p> <p>Physical health conversations</p> <p>Physical health assessment</p> <p>Metabolic monitoring</p> <p>Medication safety, education & advocacy</p>	<p>Conversation about activity, participation and vocation</p> <p>APQ6</p> <p>Driving Screen</p>	<p>Initial Conversations</p> <p>Conversation about Family/Carer Peer Support</p>	<p>LSI-R:SV</p> <p>SUBA</p> <p>AOD Harm Minimisation</p> <p>AOD Relapse Prevention</p> <p>Specialist Supportive Clinical Management (SSCM)</p>
<p>CBT for Psychosis (CBTp)</p> <p>Acceptance & Commitment Therapy (ACT)</p> <p>Therapies for Borderline Personality Disorder</p> <p>CBT for co-morbid Anxiety & Depression</p> <p>Be Well Live Well - Early Warning Signs Relapse Prevention Program</p>	<p>Single Session Family Consultation</p> <p>Multiple Family Group</p> <p>Family Therapy</p> <p>FaPMI Programs</p> <p>Family Violence Assessment (MARAM)</p>	<p>Equally Well Physical Health Program</p> <p>Medication Alliance</p> <p>QUIT Program</p>	<p>Activity Engagement</p> <p>Therapeutic Activity Groups</p> <p>Vocation and Employment Support</p> <p>Sensory Approaches</p> <p>Driving Assessment</p>	<p>PeerZone</p> <p>Kick Butt</p> <p>Consumer Peer Support</p> <p>Family/Carer Peer Support</p>	<p>Forensic Risk Management Planning</p> <p>Forensic Risk Reduction Treatment</p> <p>AOD Motivational interviewing</p> <p>Refer to Detox</p>