Position Description

Position title: Senior Community Psychiatric Nurse
Portfolio/service: Inner West Area Mental Health Service, NorthWestern Mental Health Service
Location: Royal Melbourne Hospital, Waratah, HOMHS
Reports to: Community Mental Health Team Manager, Inner West Area Mental Health Service
Award: Victorian Public Mental Health Services Enterprise Agreement 2016-2020
Psychologists are employed under the Public Health Sector, Medical Scientist, Pharmacists and Psychologists Multi enterprise agreement 2012-2016
Classification: RPN 3, SW 2, OT 2, P 2
Date of Review: June 2017

Melbourne Health is Victoria’s second largest public health service, employing over 8,900 staff and managing over 1,400 beds. We provide comprehensive acute, sub-acute, general, specialist medical and mental health services through both inpatient and community based facilities through the following services: The Royal Melbourne Hospital – City Campus, The Royal Melbourne Hospital – Royal Park Campus, North Western Mental Health, and The Doherty Institute for Infection and Immunity. We provide one of the two adult major trauma services to the state of Victoria.

Melbourne Health provides services to the culturally diverse communities of northern and western metropolitan Melbourne, as well as providing general and specialist services to regional and rural Victorians as a tertiary referral service. All Melbourne Health services provide person-centred care. This ensures that the care received is timely, patients and family/carers are treated with respect, and that effective communication occurs with patients and family/carers about all aspects of care.

Melbourne Health’s Vision

To be the first in Care, Research and Learning.

Melbourne Health’s Values

- **Caring** – We treat everyone with kindness and compassion
- **Excellence** – We are committed to learning and innovation
- **Integrity** – We are open, honest and fair
- **Respect** – We treat everyone with respect and dignity at all times
- **Unity** – We work together for the benefit of all
Our Priorities

Melbourne Health Strategic Plan 2015-2020 – Transforming Health is our plan for the future – one which we are committed to achieving together.

This position contributes to the achievement of the six Strategic Priorities, articulated in the plan:

1. Care and Outcomes
2. Patient and Consumer Experience
3. Innovation and Transformation
4. Workforce and Culture
5. Collaboration
6. Sustainability

NorthWestern Mental Health (NWMH) provides a comprehensive, integrated range of services to people with a serious mental illness in North-Western Melbourne. A multi-disciplinary workforce of 1,700 staff provides services through four Area Adult Mental Health Services (Inner West, Mid West, North West and Northern), an Aged Persons’ Mental Health Program and a Youth Mental Health Service – ORYGEN Youth Health. NWMH is a clinical division of Melbourne Health and operates in partnership with Northern Health and Western Health.

The strategic goals of North Western Mental Health Program are:

- Connecting our consumers and carers with care they need through our own services and those of our partner organizations
- Combining research, education, training and clinical services to improve our response to the changing needs of our consumers and carers
- Empowering our consumers, carers and the community by involving them in decisions about their services and treatment
- Sharing our knowledge widely to improve the lives of those who use mental health services

The Inner West Area Mental Health Service – The Royal Melbourne Hospital provides a comprehensive range of psychiatric services to people who reside in the local government areas of Melbourne and Moonee Valley.

Clinical Programs provided by the IWAMHS are as follows:

- Adult Community Services
- Adult Acute Inpatient Service
- Emergency Mental Health and Consultation-Liaison Services
- Norfolk Terrace CCU and ARION Clinical Services
- Specialist Services
  - Neuropsychiatry service
  - Eating Disorders Unit

The IWAMHS is committed to working with consumers during their recovery by offering holistic and evidence-based (EB) 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.
NWMH’s Adult Community Service provides assessment and treatment for adults aged 16 - 65 years who have a mental illness. The approach to care in the Adult Community Service is based on the 9 domains and best practice for recovery as described in the Victorian Department of Health (2011) Framework for Recovery-oriented Practice. Each of the integrated Community Teams within the Adult Community service will deliver services that:

- Promote a culture of hope;
- Promote autonomy and self-determination;
- Foster collaborative partnerships and meaningful engagement;
- Focus on strengths;
- Offer holistic and personalised care;
- Engage family, carers, support people and significant others;
- Promote community participation and citizenship;
- Are responsive to diversity; and
- Encourage reflection and learning.

Consumers and their family/carers will have access to care in the community to meet their needs and preferences, provided by an integrated Community Team in the relevant catchment area. Underpinned by a recovery-oriented approach, the Community Team will be responsible for providing the following specialist mental health responses:

- Crisis responses within the community;
  Provide timely, appropriate, responsive and effective care to maintain safety, identify the needs and most appropriate service responses for newly presenting consumers in crisis (assessed as requiring a 2 – 72 hour response), or for existing consumers demonstrating an increased need for support in the community.

- Targeted interventions (both brief and longer-term); and
  Within the targeted brief and longer term intervention pathways, after the face to face assessment, clinicians will develop a joint recovery plan which is based upon the needs and preferences of the consumer and their family/carers. The plan will outline the focus of the clinical interventions and likely timeframe over which this will be provided – either via a brief intervention over weeks or with a longer timeframe, over months and years.

- Consultative responses to primary care providers
  Communication with primary care providers is a routine activity throughout all care provided. The purpose of this dedicated response is to enhance the capacity of primary care providers to recognise and treat mental health disorders in the community, through specialist assessment, consultation, provision of advice, education and facilitating the linking with other service providers.

**POSITION SUMMARY**

**Community Team 1 (& HOMHS) has a key role in support consumers with severe and enduring mental illness who are homeless or at risk of homelessness in the CBD.**

_We encourage potential applicants to call the office to speak to a clinician form the team about the role and the team: 9342 9053. We are proud of our team culture._

Community Team 1 is located at the Royal Melbourne Hospital and has a focus on providing mental health services and treatment to consumers residing in the homeless shelters in the IWAMHS catchment including Ozanam House and Flagstaff Crisis Hostels. We also provided care to consumers residing at Elizabeth Street Common Ground as well as homeless consumers sleeping rough in the CBD of Melbourne.

Part of the role of the Community Mental Health Clinician on this team is maintaining and developing working networks with the homeless services of the Melbourne CBD including, but not limited to, St Vincent De Paul, the Salvation Army, Youth Projects, Melbourne City Mission, Launch Housing, Yarra Housing, cohealth and the Royal District Nursing Service Homeless Persons Program.
Community Team 1 is about to enter into a new partnership with Victoria Police to support homelessness in the CDB district.

Community Team 1 also provides an education program to the homeless shelters and Elizabeth Street Common Ground. Consumers of Community Team 1 are seen via an outreach model of care, but are also occasionally seen at Waratah Clinic and The Royal Melbourne Hospital as required.

**We are looking for someone who embodies the following competencies;**

A Community Mental Health Clinician provides clinical expertise within the Community Team with respect to the assessment and treatment of consumers with complex mental health and substance use related needs and their family/carers, and supports other clinicians in the delivery of high quality mental health care.

The Community Mental Health Clinician will contribute to clinical service development activities within the Team and encourage and support quality initiatives and research. The role may involve the mentoring and precepting of students within the relevant discipline.

The Community Mental Health Clinician employs a flexible, individualised approach, working in consultation with consumers to assess needs and develop a range of recovery goals. The Recovery Model is utilised to work with consumers to identify their strengths, values and goals. Individual activities are provided to promote choice, acknowledge individual strengths and facilitate inclusion into the wider community.

This position may require some out of business hours and weekend support for clients.

**The provision of clinical care includes:**

- Provide a of clinical expertise in the assessment, provision of treatment and delivery of targeted interventions to consumers with complex mental health and substance use related needs and their family/carers
- Utilise discipline-specific skills as appropriate and as required by consumers, their family/carers and the Service
- Assist in the provision of primary, secondary and tertiary consultation services, community development and education, liaison and linkage to other agencies that also provide support to people with mental illnesses
- Undertake the following key functions for designated consumers and their family/carers:
  - Be the single point of contact within the Community Team;
  - Build a therapeutic alliance with the consumer and family/carers;
  - Understand the needs and preferences of the personal and their carer/family;
  - Maximise participation in collaborative recovery and wellness planning;
  - Deliver targeted interventions;
  - Coordinate care as appropriate by communicating and advocating for the consumer and their family/carer with the Community Team and external service providers;
  - Assess family capacity, needs and preferences and provide support through psycho-education; and
  - Ensure completion of the clinical governance, legislative and documentation requirements (eg. clinical review discussions, completion of documentation, and compliance with requirement of the Mental Health Act).
- Work collaboratively with other NWMH services, external agencies and service providers to ensure continuity of care for consumers and their family/carers.

As a member of the Community Team, a Community Mental Health Clinician applies their discipline specific clinical knowledge and expertise to the assessment, delivery of treatment and provision of targeted interventions and support to consumers with complex mental health related needs, and to their family/carers.
Key Accountabilities

- Key clinician of consumers within Inner West AMHS – provide high level of evidence-based care, coordinate care within the service.
- Ensure high standards of care, clinical documentation is provided for yourself.
- Support team members, discipline group and Inner West as a service.
- Contribute to portfolio activities within the team.

Required Capabilities

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

Below is the full list of capabilities and the level required for the position. The capabilities in bold are considered those that the incumbent should demonstrate ability on appointment.

<table>
<thead>
<tr>
<th>Capability Name</th>
<th>Attainment Level</th>
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<tbody>
<tr>
<td>Organisational savvy</td>
<td>[Foundation /Consolidation / Mastery]</td>
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<tr>
<td>Communicating effectively</td>
<td>[Foundation /Consolidation / Mastery]</td>
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<tr>
<td>Building relationships</td>
<td>[Foundation /Consolidation / Mastery]</td>
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<tr>
<td>Consumer care</td>
<td>[Foundation /Consolidation / Mastery]</td>
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<tr>
<td>Working safely</td>
<td>[Foundation /Consolidation / Mastery]</td>
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<tr>
<td>Utilising resources effectively</td>
<td>[Foundation /Consolidation / Mastery]</td>
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<tr>
<td>Innovation and continuous improvement</td>
<td>[Foundation /Consolidation / Mastery]</td>
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<tr>
<td>Adaptability and resilience</td>
<td>[Foundation /Consolidation / Mastery]</td>
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<td>Integrity and ethics</td>
<td>[Foundation /Consolidation / Mastery]</td>
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<tr>
<td>Delivering results</td>
<td>[Foundation /Consolidation / Mastery]</td>
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<tr>
<td>Analysis and judgement</td>
<td>[Foundation /Consolidation / Mastery]</td>
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<tr>
<td>Developing and managing skills and knowledge</td>
<td>[Foundation /Consolidation / Mastery]</td>
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Key Performance Indicators

Your performance at Melbourne Health will be measured through your successful:

- Demonstration of Melbourne Health values, being a role model for living the values;
- Collaboration with and engagement of others to achieve outcomes – your demonstration of a team based approach to your work;
- Successful completion of required training activities, including training related to the National Standards;
- Participation in the development and implementation of the annual Melbourne Health and portfolio specific business planning process (if required);
- Ability to operate within allocated budget (if required);
- Achievement of Melbourne Health and portfolio specific KPI targets as they apply to your area of responsibility;
- Participation in and satisfactory feedback through the annual performance review process; and, where applicable, ensure all your direct reports have an individual development and work plan including an annual review;
- Ability to take accountability for all reasonable care to provide a safe working environment within your area of responsibility and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity.

Key Relationships
Key Selection Criteria

**Formal Qualifications**
- Registration with Australian Health Practitioner Regulation Agency (all disciplines except Social Work).
  - **RPNs** - Nursing and Midwifery Board of Australia (NMBA).
  - **Occupational Therapists** - Registration with the Occupational Therapy Board of Australia and 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 Health Practitioner Regulation National Law Act (2009). Practice endorsement as a clinical/clinical neuropsychologist or eligibility to enter a registrar program as a clinical/clinical neuropsychologist with the Psychology Board of Australia; or
  - **Social Workers** - An approved degree in Social Work and eligibility for membership of the Australian Association of Social Workers

**Essential**
- At least 2 years’ experience in the assessment, diagnosis, and treatment of severe mental illness and psychiatric disability
- Excellent interpersonal skills and the ability to communicate effectively with consumers, families/carers, colleagues and other service providers
- 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 skills in writing 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
- A current Victorian Driver’s License, and ongoing ability to use this form of transport

**Desirable**
- Dual diagnosis capability
- Ability to speak a community language

Work Environment

*Health Safety and Wellbeing Responsibilities*
Melbourne Health endeavours to provide a working environment for its employees that is safe and without risk to health. Employees are required to:

- Take reasonable care for their own safety and that of anyone else that could be affected by their actions;
- Speak up for safety – the safety of patients, consumers, colleagues and visitors;

Accept responsibility for ensuring the implementation of health and safety policies and procedures; and
- Fully co-operate with Melbourne Health in any action it considers necessary to maintain a working environment which is safe and without risk to health.

**General**

Melbourne Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace.

Melbourne Health is a smoke free environment.
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 Melbourne Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

…………………………………………………  …/......./2017
Employee Signature

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Employee Name (please print)
## Core and Specific Evidence Based Interventions

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<thead>
<tr>
<th>Psychological Interventions</th>
<th>Family and Carer Work</th>
<th>Healthy Lifestyle</th>
<th>Vocation</th>
<th>Lived Experience</th>
<th>Overcoming Hurdles</th>
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<tbody>
<tr>
<td>Early Warning Signs &amp; RWP discussion (within 3/12)</td>
<td>Family Contact (within 6/52)</td>
<td>Physical Health Form (within 3/12, repeated annually)</td>
<td>Conversation about vocation APQ6 (within 3/12, repeated annually)</td>
<td>Conversation about Peer Support options</td>
<td>LSI-R:SV Screen</td>
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<td>CBT Fundamentals*</td>
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<td>Alcohol &amp; Other Drugs Screening and Assessment SCOFF</td>
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<td>CBT for Psychosis (CBTp)</td>
<td>Family Consultation/ Single Session</td>
<td>Assisted Intensive Medication Service (AIMS)</td>
<td>Vocation OT Assessments &amp; Interventions</td>
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<td>Acceptance &amp; Commitment Therapy (ACT)</td>
<td>Multiple Family Group</td>
<td>Medication Alliance</td>
<td>Action Over Inertia</td>
<td>Peer Zone</td>
<td>Risk Management Planning</td>
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<tr>
<td>Therapies for Borderline Personality Disorder</td>
<td>Family Therapy</td>
<td>Health Promotion, awareness and coaching</td>
<td>The Works</td>
<td>Peer-led Recovery Groups</td>
<td>Risk Reduction Treatment</td>
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<td>CBT for co-morbid Anxiety &amp; Depression</td>
<td>FaPMI Programs</td>
<td>Wellness Program</td>
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<td>Peer Support</td>
<td>D2 Motivational interviewing</td>
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<tr>
<td>Be Well Live Well - Early Warning Signs Relapse Prevention Program</td>
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<td>Family/Carer Peer Support</td>
<td>Harm minimisation</td>
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<td>Relapse prevention</td>
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