



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

Goldfields		Position No:	601360
Division:	Community Mental Health	Title:	Clinical Nurse
Branch:	Kalgoorlie	Classification:	RN Level 2
Section:	Nursing	Award/Agreement	Nurses and Midwives Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title: Regional Manager Mental Health Classification: HSO Level G10 Position No: 601358
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Responsible To	Title: Team Leader MH Classification: HSO Level P3 Position No: 601593
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This position	Title: Clinical Nurse Classification: RN Level 2 Position No: 601360
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OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

Title
601200 – Clin Nurse Specialist – Comm MH
601426 – Mental Health Officer
601460 – Senior Health Professional MH
601512 – Health Professional MH
613543 – Clin Nurse Specialist - MH Triage
615339 – Social Worker
615341 – Occupational Therapist
615722 – Clin Nurse Specialist – MH Older Adult
615804 – Peer Support Worker



Positions under direct supervision:	← Other positions under control:

Section 3 – KEY RESPONSIBILITIES

Assessment, plan, treatment and follow-up services to customers who are allocated. Liaise with all other service providers to enhance services to customers of the Community Mental Health Service. Carry out Mental Health promotion and education in the area.

WA Country Health Service –
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The WA Country Health Service (WACHS) is the largest country health system in Australia and one of the biggest in the world, providing health services to over half a million people, including over 50,000 Aboriginal people, over a vast two and a half million square kilometres area.

WA Country Health Service hospitals handle almost as many births as the State's major maternity hospital – and 40% of the State's emergency presentations. The range of health services provided include acute inpatient and emergency care, population and public health, mental health, Aboriginal health, aged care and includes increasing number of services provided by telehealth video-conferencing.

Our dedicated and committed staff work hard to fulfil our vision of Healthier country communities through partnerships and innovation, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

OUR MISSION

To deliver and advance high quality care for country WA communities

OUR VISION

To be a global leader in rural and remote healthcare

OUR STRATEGIC PRIORITIES

Caring for our patients - Providing safe, patient-centred care, ensuring the needs of our patients are at the core of everything we do

Addressing disadvantage and inequity - Delivering focussed and accessible services for those who need it most

Building healthy, thriving communities - Supporting country people to be as healthy as they can be and continuing to play our part in the economic and social viability of country communities

Delivering value and sustainability - Ensuring that the services we provide are sustainable and we are transparent about our performance

Enabling our staff - Supporting our staff to deliver great care, empowering them to learn, grow, innovate and lead

Leading innovation and technology - Embracing innovation and technology to create a safer, more connected and equitable health system

Collaborating with our partners - Partnering to deliver more integrated services that improve patient outcomes and experience, giving consumers more choice and control

OUR VALUES

Community – We live and work in country communities. We are invested in the health, wellness and viability of country communities and the vibrancy, diversity and future of country WA.

Compassion – We are inclusive, respectful, and considerate. We care deeply about the people in our care and country communities.

Quality – We provide safe, high-quality care, constantly striving to innovate, improve and achieve trust in our care.

Integrity – We bring honesty, collaboration and professionalism to everything that we do.

Equity – We are passionate about fairness in healthcare for all Western Australians, especially the most vulnerable and disadvantaged people and communities.

Curiosity – We continually enquire and seek to understand, using the best evidence, insight and research to improve care.

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Section 4 – STATEMENT OF DUTIES

Duty No.	Details	Freq.	%
1.0	CLINICAL SERVICES	D-W	70
1.1	Delivers a high standard of Community Mental Health services using mental health nursing knowledge and skills.		
1.2	Participates in multi-disciplinary team assessment and discussions in service planning for patients.		
1.3	Provides follow-up and support services to families/carers of the patients with mental disorders.		
1.4	Maintains and develops own professional knowledge and skills for optimal service delivery.		
1.5	Provides after hours psychiatric emergency/crisis services as required.		
1.6	Provides outreach services which involves travel to designated areas including overnight stays.		
1.7	Maintains accurate written records and fulfils all data collection requirements related to customer services.		
1.8	Delivers services in accordance with all the relevant Acts including the Mental Health Act 2014.		
1.9	Responsible for recognising limitations in knowledge and expertise and seeks expert advice and supervision as appropriate.		
1.10	Responsible for the implementation of clinical competencies as per the National Practice Standards for Mental Health Workforce 2002 within Goldfields Community Mental Health.		
2.0	EDUCATION/PROMOTIONAL SERVICES	R	20
2.1	Consults and liaises with General Practitioners in the area and other service providers in delivering services to CMHS' patients.		
2.2	Participates in planning and delivering Mental Health education and promotion activities in the community.		
2.3	Provides a consultancy service to other service providers and families/carers in managing patients with mental disorders.		
2.4	Provides appropriate referral services to customers.		
3.0	ADMINISTRATION	R	10
3.1	Complies with guidelines regarding the use of Departmental equipment and vehicles.		
3.2	Participates in staff performance appraisals and reviews.		
3.3	Collates information and data on service delivery and needs as required.		
3.4	Undertakes other duties, within the level of knowledge and skills, as directed.		
	The occupant of this position will be expected to comply with and demonstrate a positive commitment to the WACHS values and the highest achievement in demonstrating positive commitment to Equal Employment Opportunity, Occupational Safety & Health, Public Sector Standards, Code of Conduct, Code of Ethics, Quality Improvement, Performance Management, Customer Focus, Disability Services Act and Confidentiality throughout the course of their duties.		

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Section 5 – SELECTION CRITERIA

ESSENTIAL

1. Eligible for registration in the category of Registered Nurse by the Nursing and Midwifery Board of Australia.
2. Demonstrated ability to solve problems, and to negotiate and communicate with customers, other service providers and members of the community.
3. Have a sound knowledge of mental disorders, Mental Health Nursing case management, mental health education in community based mental health service.
4. Working knowledge of the Mental Health Act 2014 and sound knowledge of the National Standards for Mental Health Services.
5. Demonstrated abilities to work in multi-disciplinary team environment and as an independent practitioner.
6. Current knowledge of legislative obligations for Equal Employment Opportunity, Disability Services and Occupational Safety and Health and how these impact on employment and service delivery.
7. Eligible for or in possession of a current C or C-A Class driver's licence.

DESIRABLE

1. Knowledge and understanding of the provision of mental health services within a rural community.
2. Understanding and skills in program based service delivery and data collection systems.
3. Previous experience Knowledge and understanding of mental health promotion prevention and early intervention programs in Health education and promotion.

Section 6 – APPOINTMENT FACTORS

Location	Kalgoorlie	Accommodation	As determined by the WA Country Health Service Policy
Allowances/ Appointment Conditions	Appointment is subject to: <ul style="list-style-type: none"> • Evidence of current registration by the Nursing and Midwifery Board of Australia must be provided prior to commencement • Provision of the minimum identity proofing requirements • Successful Criminal Record Screening clearance • Successful Pre-Employment Health Assessment • Successful WA Health Integrity Check • Successful Working With Children Check • Evidence of a current C or C-A class driver's licence and ability to travel within the region as required including overnight stays Allowances <ul style="list-style-type: none"> • District Allowance as applicable 		
Specialised equipment operated			

Section 7 – CERTIFICATION

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Signature and Date: ____/____/____
Regional Manager Mental Health

Signature and Date: ____/____/____
Regional Director

As occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name	Signature	Date Appointed	Date Signed

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