



North Metropolitan Health Service
Job Description Form

HSS Registered

Consultant - Psychiatrist
Medical Practitioners Agreement: Year 1-9
Position Number: 707858
Adult Mental Health Program
Joondalup Community / North Metropolitan Health Service Mental Health

Reporting Relationships

Program Manager
 Award Level: HSO Level G10
 Position Number: 700580



Head of Service/Consultant Psychiatrist
 Award Level: MP Year 1-9
 Position Number:



This Position



← Also reporting to this supervisor:

- Consultant Psychiatrist (FTE Various)

Directly reporting to this position:	Other positions under control						
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Title</th> <th style="text-align: left; border-bottom: 1px solid black;">Classification</th> <th style="text-align: left; border-bottom: 1px solid black;">FTE</th> </tr> </thead> <tbody> <tr> <td>Psychiatry Registrar/Medical Officer</td> <td></td> <td>Various</td> </tr> </tbody> </table>	Title	Classification	FTE	Psychiatry Registrar/Medical Officer		Various	
Title	Classification	FTE					
Psychiatry Registrar/Medical Officer		Various					

Prime Function / Key Responsibilities

Delivers specialist psychiatric services within the Adult Mental Health Program at a Community Clinic in the North Metropolitan Health Service, Mental Health (NMHS MH). Provides clinical leadership, coordination and direction to a multi-disciplinary team responsible for delivering evidence based best practice treatment and evaluates the provision of patient centred-care coordination, within recovery focussed model.

Brief Summary of Duties

1. Clinical

- 1.1. Examines diagnoses and treats patients' physical and mental condition and supervises their general welfare.
- 1.2. Interviews patients, relatives and visitors, as required.
- 1.3. Leads, coordinates and directs a community based multi-disciplinary mental health service team and outreach service in accordance with the clinical reform plans.
- 1.4. Provides contemporary Pathways to Care provided by Adult clinical services, ensuring the skill set of employees is appropriate for all allocated referrals in conjunction with the Program Manager and undertaken in a timely manner.
- 1.5. Ensures that all relevant clinical care plans are reviewed on a regular basis and pathways and caseloads are audited on a regular basis.
- 1.6. Ensures comprehensive and specialised mental health assessment and treatment is provided for patients with acute, complex and specialised needs, using a range of appropriate interventions and evidence-based best practice treatment.
- 1.7. Liaises with General Practitioners to ensure continuity of care for patients.
- 1.8. Establishes monitors and maintains relevant linkages with other providers of general and mental health services in collaboration with GPs and providers of other support services for adults with mental health disorders.
- 1.9. Promotes continuity of care through integration with other hospitals, community based mental health services, non-government and community organisations as well as general practitioners located within the NMHS catchment area, developing pathways to care.
- 1.10. Reports any unusual occurrence to the Head of Service (HOS) and Program Manager.
- 1.11. Where applicable, assesses referred persons in accordance with the Mental Health Act 2014 and other relevant legislation.

2. Leadership

- 2.1. Demonstrates effective leadership, decision making qualities and participates in the effective functioning of the community mental health team/ multidisciplinary team.
- 2.2. Assists the HOS/Program Manager in administrative duties, as required.
- 2.3. As directed, acts in the capacity of HOS in their absence as required.
- 2.4. Participates in contemporary service planning, coordination, development and evaluation of adult services with the HOS/Program Manager.
- 2.5. Collects and enters statistical data as required by the NMHS MH Adult Program.
- 2.6. Actively participates in safety quality and risk management strategies and accreditation processes within the Program in conjunction with the HOS and the Program Manager.
- 2.7. Participates in the collection of outcome measures for adult mental health.
- 2.8. Represents the Catchment at clinical and management meetings and conferences as approved/required by the HOS/Program Manager.

3. Research and Teaching, Education, Training and Performance Management

- 3.1. Participates in instruction and continuing education of medical graduates, undergraduates, nursing, allied health and other staff and undertakes other lecturing as required.
- 3.2. Initiates and participates in clinical research projects approved by the HOS and Program Manager.
- 3.3. Supervises Trainee Psychiatrists in accordance with RANZCP training program and ensures their participation in mandatory training courses.
- 3.4. Develops collaborative working relationships with the Universities to advance research and development in mental health.
- 3.5. Develops own professional knowledge and skills and actively participates in own performance appraisal and development with the appropriate manager.

4. NMHS Governance, Safety and Quality

- 4.1. Ensures, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
- 4.2. Participates in an annual performance development review and undertakes performance development review of staff under their supervision.
- 4.3. Supports the delivery of safe patient care and the consumers' experience including identifying, facilitating and participating in continuous safety and quality improvement activities, and ensuring services and practices align with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 4.4. Completes mandatory training, including safety and quality training and alcohol and drug training.
- 4.5. Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 4.6. Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.
- 4.7. Conducts activities in compliance with the Mental Health Act 2014 and the National Mental Health Standards.

5. Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

1. Eligible for registration with the Medical Board of Australia in the speciality of Psychiatry and Fellowship of the Royal Australian and New Zealand College of Psychiatrists or recognised equivalent.
2. Knowledge of relevant Mental Health Legislation.
3. Recognised as a 'Clinical Supervisor' of trainee psychiatrists by the RANZCP.
4. Knowledge of and experience in family and systems interventions.
5. Effective interpersonal and written and verbal communication skills.
6. Ability to supervise and coordinate a multidisciplinary team of employees.
7. Demonstrated analytical skills.
8. Current 'C' or 'C-A' class driver's licence.
9. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

Desirable Selection Criteria

1. Willingness to undertake alcohol and drug training and apply to a range of work practices.
2. Interest and/or experience in psychiatric research.
3. Experience in community based mental health services.

Appointment Prerequisites

Appointment is subject to:

- Evidence of registration by the Medical Board of Australia in the specialty of Psychiatry and Fellowship of the Royal Australian and New Zealand College of Psychiatrists must be provided prior to commencement.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.
- Evidence of Current "C" or "C.A." class driver's licence provided prior to commencement.
- May be required to work on extended hour's roster.

Certification

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

Manager/Supervisor

Name:
Signature:
Date:

Dept./Division Head

Name: Mark Anderson
Signature: HE60141
Date: 9th August 2018

Position Occupant

Name:
Signature/:
Date:

Created on:

Last updated on: August 2018

HSS REGISTERED