



North Metropolitan Health Service
Job Description Form

HSS Registered December 2018

Consultant - Psychiatrist

Medical Practitioners Agreement: Year 1-9

**Position Numbers: 700608 Osborne Park (OP)/707761 OP/707340 Lower West/006673 SCGH
 Older Adult Mental Health Program**

Reporting Relationships

Clinical Director
 MP Year 1-9
 Position Number: 707380



Consultant – Psychiatrist, Head of Service
 MP Year 1-9
 Position Numbers: 601505/707859/700393



This Position



Also reporting to this supervisor:

- Medical Officer's
- Trainee Psychiatrists/Supervised Medical Officer's

Directly reporting to this position:			Other positions under control:
Title	Classification	FTE	

Prime Function / Key Responsibilities

Leads the multidisciplinary team to provide specialist psychiatric services to patients. Promotes patient safety and quality of care. Provides leadership, orientation, training, supervision and education, where relevant, for doctors in training, Health Service Medical practitioners and other health workers. In collaboration with the Medical Co-director, clinical leads and other consultants works to achieve national, state and North Metropolitan Health Service (NMHS) performance standards and targets. Works within the scope of clinical practice as defined and recommended by the NMHS Medical Credentialing Committee.

Brief Summary of Duties

1. Clinical

- 1.1 Responsible for clinical leadership and governance with respect to service delivery for designated patients.
- 1.2 Reports adverse outcomes and safety quality and risk issues, when identified. Seeks guidance and takes direction from the Clinical Head of Service.
- 1.3 Participates on the On Call after hours Roster.
- 1.4 Provides assessment, diagnosis, treatment and management protocols of patients using a range of appropriate interventions and evidence-based best practice.
- 1.5 Responsible for ensuring Carers and Consumers are involved in decision making regarding care.
- 1.6 Co-ordinates the provision of older adult clinical services ensuring that appropriate skilled staff are allocated in a timely manner to all referrals, that all cases are clinically reviewed on a regular basis and cases and caseloads are audited on a regular basis.
- 1.7 Ensures clinical documentation, including discharge summaries are completed on time and undertakes other administrative tasks as required.
- 1.8 Ensures compliance with the Mental Health Act (2014) and other relevant legislation.
- 1.7 Supervises Registrar in Training for RANZCP and other clinical staff as required.
- 1.8 Initiates and participates in research projects, as appropriate and as agreed after consultation with the Clinical Director.
- 1.9 Participates in Continuing Education training courses and staff development during working hours, for medical graduates and other professional staff.

2. Administration and Management

- 2.1 Proxy for the Head of Service on relevant committee's as required.
- 2.2 Establishes and maintains relevant linkages with other providers of mental health services in collaboration with GP's and providers of other support services for older adults with mental health disorders.
- 2.3 Participates in the recruitment, orientation and staff development of team members, as required.
- 2.6 Participates in service planning, coordination, development and evaluation at team, programme and community level.
- 2.7 Ensures statistical data and other health information is collected as required by NMHS and the Office of Mental Health.
- 2.8 Collaborates, liaises and advises the Clinical Director of Older Adult on clinical and organisational issues affecting the service.
- 2.9 Participates in departmental and other meetings as required to meet organisation quality and service objectives.
- 2.10 Leave will be planned in conjunction with the clinical head of service and other consultant colleagues to ensure sustainability of service.

3. NMHS Governance, Safety and Quality Requirements

- 3.1 Ensures as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
- 3.2 Participates in an annual performance development review and professional development in conjunction with the Head of Service.

Consultant - Psychiatrist | Year 1-9
Position Numbers: 700608/707761/707340/006673

- 3.3 Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 3.4 Participates in relevant clinical governance committees, including regular clinical reviews, Root Cause Analysis and morbidity/mortality reviews as required and implements endorsed recommendations.
- 3.5 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 3.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunities Act.
- 3.7 Conducts activities in accordance with the Mental Health Act 2014 and the National Mental Health Standards.
- 3.8 Completes mandatory training, including safety and quality training and alcohol and drug training.

4. Undertakes other duties as directed.

Consultant - Psychiatrist | Year 1-9
Position Numbers: 700608/707761/707340/006673

Work Related Requirements

Essential Minimum Criteria

1. Eligible for registration as by the Medical Board of Australia and Fellowship of the Royal Australian and New Zealand College of Psychiatrists (FRANZCP) or recognised equivalent.
2. Recognition as a Clinical Supervisor of Trainee Psychiatrists by the RANZCP.
3. Demonstrated commitment to clinical service development in older adult mental health.
4. Good interpersonal, verbal and written communication skills.
5. Demonstrated ability to effectively manage staff and co-ordinate the activities of a clinical team.
6. Demonstrated clinical skills, knowledge of contemporary mental health care and experience working with older adults with mental health problems.
7. Knowledge of the Mental Health Act (2014) and other relevant legislation.
8. Current knowledge of legislative obligations for equal opportunity, disability services and occupational health and safety, and how these impact on employment and service delivery.
9. Possession of a current "C" or "C-A" class driver's licence.

Desirable

1. Certificate in Psychiatry of Old Age from the Faculty of Psychiatry of Old Age, RANZCP.
2. Experience in community and inpatient based mental health services.

Appointment Prerequisites

Appointment is subject to:

- Evidence of registration by the Medical Board of Australia 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.
- Producing evidence of a current "C" class driver's licence prior to commencement.

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/HE:
Date:

Dept./Division Head

Name:
Signature/HE:
Date:

Position Occupant

Name:
Signature/HE:
Date: