



North Metropolitan Health Service
Job Description Form

HSS Registered January 2018

Clinical Neuropsychologist Registrar

Health Salaried Officers Agreement: Grade 1

Position Number: 601384

**Adult General Diagnostic Program
 Neurosciences Unit**

Reporting Relationships

Title: Director/Consultant Clinical Neuropsychologist
 Award Level: HSO Grade 4
 Position Number: 601382



Title: Senior Clinical Neuropsychologist Coordinator,
 General Diagnostic Program
 Award Level: HSO Grade 3
 Position Number: 601766



This Position



Also reporting to this supervisor:

- Senior Psychologist,
 HSO Level P2.1-2.3, 1.0FTE
- Clinical Neuropsychologist,
 HSO Level 2.3-4.2, 0.2FTE

Directly reporting to this position:

- Nil

Other positions under control

- Nil

Prime Function / Key Responsibilities

The Neurosciences Unit is a statewide service that provides diagnostic support to hospitals and other government and non-government agencies. Within a multidisciplinary and professional team context this position performs clinical, consultant, educational and research neuropsychological services for adults and older adults with neurological and/or psychiatric conditions, under the approved professional supervision of a Clinical Neuropsychologist.

Clinical Neuropsychologist Registrar Grade 1 | 601384

Brief Summary of Duties (in order of importance)

1. Clinical Services (75%)

- 1.1 Performs neuropsychological assessments to appraise cognitive, emotional, behavioural and family functioning utilising interviews, systemic observations, psychometric and psychodiagnostic assessments and evaluation of systems for adult patients with complex neurological and mental health/psychological disorders including neurodegenerative conditions.
- 1.2 Provides neuropsychological feedback, recommendations and interventions to clients and significant others as appropriate.
- 1.3 Participates in multidisciplinary team meetings in which clinical management and intervention planning decisions are made.
- 1.4 Develops and extends own professional knowledge.

2. Consultation, Education, Supervision, and Research (15%)

- 2.1 Undertakes regular supervision towards endorsement in clinical neuropsychology with the Psychologists Board of Australia in consultation with the Senior Clinical Neuropsychologist Coordinator.
- 2.2 Provides consultation regarding clinical neuropsychology matters to colleagues.
- 2.3 Liaises with referrers and other external agencies regarding feedback, recommendations, clinical issues, and case management of clients.
- 2.4 Provides education and training on neuropsychological matters within discipline and across disciplines.
- 2.5 Participates in public preventative and health education programs in areas of expertise as required.
- 2.6 Participates in research of an applied clinical and evaluative nature.

3. General Administration (10%)

- 3.1 Maintains client records and statistical data in accordance with established procedures and Directorate requirements.
- 3.2 Participates in intake, psychology, department and other meetings as required.
- 3.3 Provides feedback and reports on training and educational activities.
- 3.4 Participates in a continuous process to monitor, evaluate and develop performance.
- 3.5 Complies with guidelines regarding the use, maintenance, and selection of psychological therapy and testing materials and other government property.
- 3.6 Contributes to policy development within the Neurosciences Unit.
- 3.7 Participates in quality improvement and internal audit activities as required.

4. NMHS Governance, Safety and Quality Requirements

- 4.1 Ensures, as far as practicable, the provision of a safe working environment.
- 4.2 Participates in an annual performance development review.
- 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) as relevant to role.
- 4.5 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service, Departmental / Program and other specific policies and procedures.
- 4.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act, the Equal Opportunity Act and quality activities in all work practices.

5. Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

1. Masters or Doctoral degree in Clinical Neuropsychology and eligibility for full registration and Clinical Neuropsychologist Registrar status with the Psychology Board of Australia.
2. Demonstrated capacity to work independently under approved professional supervision of a board approved Clinical Neuropsychologist in a variety of roles such as clinician, consultant, educator, researcher/evaluator, and agent of change in a multidisciplinary team environment.
3. Knowledge of research, evidence based theory and clinical practice applicable to adult neuropsychology. This includes a well-developed model of evidence-based practice.
4. Demonstrated proficiency in neuropsychological assessment, feedback, interview techniques and report writing for adults (over the age of 16 years) with mental health and/or neurological conditions including neurodegenerative disorders.
5. Well developed communication and interpersonal skills including the ability to liaise effectively with other health professionals and external agencies both on individual patient management matters and on general service issues.
6. A sound knowledge of the laws and ethical standards governing psychological practice.
7. Current knowledge and commitment to legislative obligations for Equal Opportunity, Disability Services, Occupational Safety and Health, and quality-related activities, and how these impact on employment and service delivery.

Desirable Selection Criteria

1. Experience in the delivery of community, clinic and outpatient services within a mental health setting.

Appointment Prerequisites

Appointment is subject to:

- Evidence of current full registration by the Psychology Board of Australia and evidence of enrolment in the Clinical Neuropsychology Registrar program must be provided prior to commencement.
- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

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: Rachel Zombor
Signature/HE:85584
Date:

Position Occupant

Name:
Signature/HE:
Date:

Created on:

Last updated on: 08/01/2018

Registered by HSS HE98077