



HSS REGISTERED

Supervised Medical Officer
Medical Practitioners Agreement: Year 1-9
Position Number: 707906
Adult Mental Health Program
Graylands Hospital

Reporting Relationships

Head of Clinical Services – Consultant Psychiatrist
 MP Year 9
 Position Number: 601502



Consultant Psychiatrist
 MP Year 1-9
 Position Number: Various



This Position



← Also reporting to this supervisor:
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| | | | |
|--------------------------------------|-----------------------|------------|-------------------------------|
| Directly reporting to this position: | | | Other positions under control |
| Title | Classification | FTE | • |

Prime Function / Key Responsibilities

Delivers evidence-based psychiatric services in an adult inpatient setting as part of the multi-disciplinary team. Responsible for the clinical management of mental health patients, their families and carers within a recovery focussed model.

Brief Summary of Duties (in order of importance)

1. Clinical

- 1.1 Under the supervision of a consultant psychiatrist and as part of a multidisciplinary mental health team, undertakes the assessment and management of consumers with mental health disorders to include care coordination, reporting and liaison with the consumer's General Practitioner.
- 1.2 Functions as a case manager and provides a range of evidence based best practice therapeutic interventions, education, counselling and care of mental health consumers, their carers and family and care coordination with other services.
- 1.3 Oversees and reviews the care of patients including clinical evaluation, formulation of a differential diagnosis, arranging appropriate investigation and referrals and initiating a documented clinical care plan that promotes recovery in conjunction with the consultant psychiatrist.
- 1.4 Attends clinical meetings and present clinical cases as required.
- 1.5 Develops and maintains formal links and partnerships with primary care givers to ensure continuity of care and shared care management providing information regarding mental health disorders and provides education relating to psychiatric illness.
- 1.6 Ensures there is a documented individual management plan for each patient.
- 1.7 Reports any clinical risk issues to the Consultant Psychiatrist.
- 1.8 Completes patient discharge summaries.
- 1.9 Ensures that medical records are accurately updated and that all medical diagnoses, comorbidities, procedures and complications are clearly listed.
- 1.10 Participates in relevant clinical governance activities including regular clinical meetings, adverse event investigations and morbidity/mortality reviews and in the implementation of endorsed recommendations.
- 1.11 Collects and enters statistical data as required and participates in the collection of outcome measures and submits reports as required.

2. Education Training and Research

- 2.1 Participates and engages in continuing professional development and educational activities.
- 2.2 Provides consultancy and education in the area of own clinical expertise to community groups and community based organisations and participates in the development as appropriate.
- 2.3 Active involvement in the education activities of the mental health service.
- 2.4 Supports and assists with the training of students, other staff and care givers.
- 2.5 Attends regular individual supervision session with Consultant Psychiatrist.
- 2.6 Participates in clinical research and audit projects as required.

3. NMHS Governance, Safety and Quality Requirements

- 3.1 Participates in the maintenance of a safe work environment.
- 3.2 Participates in an annual performance development review.
- 3.3 Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities and the ACHS National EQUIP cycle in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 3.4 Completes mandatory training (including safety and quality training and alcohol and drug training) as relevant to role.
- 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 Opportunity Act.
- 3.7 Conducts activities in compliance with the Mental Health Act and the National Mental Health Standards.

4. Undertakes other duties as directed.

Supervised Medical Officer | MP Year 1-9 | Position Number 70790

Work Related Requirements

Essential Selection Criteria

1. Eligible for registration by the Medical Board of Australia.
2. Demonstrated clinical skills and relevant experience working with consumers with mental health presentations.
3. Demonstrated experience and ability to work effectively as part of a multi-disciplinary team.
4. Demonstrated effective communication and interpersonal skills.
5. Demonstrated organisation and time management skills.

Desirable Selection Criteria

1. Knowledge of the Western Australian Mental Health Act and other related legislation.
2. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

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.
- May be required to work shift rosters for 24 hours/7 day a week and on call rosters.

Certification

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

Manager/Supervisor

Name: Dr Deanna Grose
Signature/HE: 72767
Date: 09/01/2020

Dept./Division Head

Name: Karen Elliott
Signature/HE: 77874
Date: 09/01/2020

Position Occupant

Name:
Signature/HE:
Date:

Created on:

Last updated on: February 2020

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