



## JOB DESCRIPTION FORM

### Section 1 – POSITION IDENTIFICATION

<b>Goldfields</b>		<b>Position No:</b>	613431
<b>Division:</b>	Mental Health Service	<b>Title:</b>	<b>Director Clinical Services Mental Health</b>
<b>Branch:</b>	Kalgoorlie	<b>Classification:</b>	MP Year 1-9
<b>Section:</b>	Mental Health Inpatient & Community	<b>Award/Agreement</b>	Medical Practitioners Agreement

### Section 2 – POSITION RELATIONSHIPS

<b>Responsible To</b>	<b>Title:</b>	Regional Director
	<b>Classification:</b>	HSO Class 2
	<b>Position No:</b>	601000



<b>Responsible To</b>	<b>Title:</b>	Regional Manager Mental Health
	<b>Classification:</b>	HSO Level G10
	<b>Position No:</b>	601358



<b>This position</b>	<b>Title:</b>	<b>Director Clinical Services Mental Health</b>
	<b>Classification:</b>	MP Year 1-9
	<b>Position No:</b>	613431



#### OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

<b>Title</b>
601548 - Clinical Nurse Manager - MH
601582 – Clinical Psychologist
601593 – Team Leader MH (Kalgoorlie)
601754 – Team Leader MH (Esperance)
601873 – Senior Health Professional MH
614173 – Aboriginal MH Coordinator
614716 – Team Leader MH Child & Adolescent
615206 – MH Safety & Quality Officer
615412 – Business Manager - MH

<b>Positions under direct supervision:</b>	<b>← Other positions under control:</b>																
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### Section 3 – KEY RESPONSIBILITIES

In partnership with the Regional Manager Mental Health, the Director Clinical Services has primary responsibility for clinical governance and leadership and is responsible for ensuring that all clinical practice in Mental Health in the Goldfields region is in accordance with the National Mental Health Standards and the WA Mental Health Act 2014 and all associated legislative, regulatory and policy frameworks. Provides line management for medical staff.

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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.	%
<b>1.0</b>	<b>CLINICAL SERVICES</b>	<b>D</b>	<b>60</b>
1.1	In partnership with the Regional Manager ensures staff and service systems compliance with the WA Mental Health Act (2014) and other relevant legislation and regulations.		
1.2	Undertakes comprehensive psychiatric assessment, diagnosis and treatment that ensure best practice clinical interventions are provided by the service to clients and their relatives and carers.		
1.3	Provides a broad range of therapeutic interventions in response to the range of clinical presentations.		
1.4	Develops formal links with primary care providers, particularly general practitioners, to promote continuity of treatment, shared care management and provide ongoing education about psychiatric disorders and the provision of professional support.		
1.5	Liaises and consults with specialist consultants, inpatient colleagues and relevant external agencies in regard to patient management.		
1.6	Ensures that a comprehensive visiting psychiatric service is provided throughout the region, including consultation-liaison services to hospitals within the region.		
1.7	Supervises Registrars in training and other medical officers as per RANZCP standards.		
1.8	Participates in Continuing Professional Development.		
1.9	Provides clinical supervision to staff as part of performance development programs as required.		
1.10	Promotes and participates in the education and continued professional development of staff in the mental health service and related areas.		
1.11	Participates in performance management.		
1.12	Travels within the region as required.		
<b>2.0</b>	<b>LEADERSHIP</b>	<b>R</b>	<b>25</b>
2.1	Participates as a senior member of the service management team.		
2.2	Represents the Goldfields on the WACHS Mental Health Executive Advisory group and actively participates in that group to plan, develop, implement and evaluate Area wide strategic initiatives.		
2.3	Works in partnership with the Regional Manager (Mental Health) to provide clinical leadership to the service, identifying and developing strategies to address priorities.		
2.4	Participates in developing service strategic and business plans, and supports strategies to achieve their outcomes.		
2.5	Provides leadership for Clinical learning and development program and evaluates training and development requirement for the service.		
2.6	Provides advice to the WACHS- Goldfields Regional Director, Regional Manager of the service and others about regional mental health services and associated issues.		
2.7	Participates in recruitment and selection strategies.		
2.8	Facilitates consumer and carer involvement in the planning, delivery and evaluation of the mental health service.		
2.9	Promotes awareness in the community of mental health issues through education, training and promotion activities.		
2.10	Performs duties in accordance with WACHS-region and program specific policy and procedures.		

#### Section 4 – STATEMENT OF DUTIES – continued next page

Frequency: D - Daily, W - Weekly, F - Fortnightly, M - Monthly, R - Regularly, O - Occasionally, A - Annually

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**Section 4 – STATEMENT OF DUTIES – continued**

<b>3.0</b>	<b>SAFETY AND QUALITY</b>	<b>R</b>	<b>10</b>
3.1	Acts as the point of clinical accountability for the service, providing clinical leadership for all staff within the mental health service		
3.2	Implements an effective clinical safety, quality and risk management system.		
3.3	Fosters the development and implementation of research relevant to mental health service delivery in rural and remote areas of WA and to the specific needs of the region.		
3.4	Monitors standards of care, work priorities, policies and processes.	<b>O</b>	<b>5</b>
<b>4.0</b>	<b>OTHER</b>		
4.1	Participates in regional reporting processes as required.		
4.2	Provides representation on professional bodies and state-wide committees as required.		
4.3	Other duties 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 by the Medical Board of Australia.
2. Fellowship of the Royal Australian and New Zealand College of Psychiatrists (or equivalent).
3. Demonstrated highly developed clinical skills and experience working with people with Mental Health problems and co-morbidities in a variety of settings
4. Demonstrated capacity to provide clinical leadership to a multi-disciplinary team.
5. Demonstrated ability in implementing, monitoring and evaluating clinical governance systems.
6. Able to provide accredited undergraduate and postgraduate teaching and supervision, & demonstrate a commitment to Continuing Professional Development.
7. Highly developed communication and interpersonal skills, including the ability to work as an effective team member and promote positive peer and line management relationships.
8. Knowledge of the principles and application of the WA Mental Health Act (2014) and other relevant legislation.
9. Possession of a current WA C or C-A class driver's licence and ability to travel throughout the region including overnight stays.

**DESIRABLE**

1. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.
2. Experience in the provision of transcultural mental health services including to indigenous people
3. Experience working in a rural or remote environment.
4. Broad understanding of all specialty areas of mental health service delivery.

**Section 6 – APPOINTMENT FACTORS**

<b>Location</b>	Kalgoorlie	<b>Accommodation</b>	As determined by the WA Country Health Service policy
<b>Allowances/ Appointment Conditions</b>	Appointment is subject to: <ul style="list-style-type: none"> <li>• Evidence of registration by the Medical Board of Australia must be provided prior to commencement.</li> <li>• Completion of a 100 point identification check</li> <li>• This position is subject to a successful Criminal Record Screening and a Working with Children (WWC) Check.</li> <li>• Successful Pre-Placement Health Screening clearance</li> <li>• Current WA C or C-A Class drivers licence</li> </ul> Allowances <ul style="list-style-type: none"> <li>• District Allowance as applicable</li> </ul>		
<b>Specialised equipment operated</b>			

**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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