



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

Goldfields		Position No:	601512
Division:	Mental Health Service	Title:	Health Professional Mental Health
Branch:	Kalgoorlie	Classification:	HSO Level P1
Section:	Community Mental Health Team	Award/Agreement	Health Salaried Officers Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title:	Regional Manager Mental Health
	Classification:	HSO Level G10
	Position No:	601358



Responsible To	Title:	Team Leader MH
	Classification:	HSO Level P3
	Position No:	601593



This position	Title:	Health Professional Mental Health
	Classification:	HSO Level P1
	Position No:	601512



OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

<u>Title</u>
601200 – Clinical Nurse Specialist – Community MH
601360 – Clinical Nurse
601426 – Mental Health Officer
613543 – Clinical Nurse Specialist – MH Triage
615339 – Social Worker
615341 – Occupational Therapist
615722 – Clinical Nurse Specialist – Older Adult
615804 – Peer Support Worker



Positions under direct supervision:	← Other positions under control:		
Position No.	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; text-align: center;">Category</td> <td style="width: 30%; text-align: center;">Number</td> </tr> </table>	Category	Number
Category	Number		

Section 3 – KEY RESPONSIBILITIES

Provides specialist community mental health services to adults suffering from mental illness, their families and carers, in the WACHS-Goldfields Region.

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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 PURPOSE – What we are here to do

WACHS improves country people's health and well-being through access to quality services and by supporting people to look after their own health.

OUR STRATEGIC DIRECTIONS TO 2018

1. Improving health the experience of care
2. Valuing consumers, staff and partnerships
3. Governance, performance and sustainable services

OUR GUIDING PRINCIPLES

Consumers first in all we do Safe, high quality services and information at all times

Care closer to home where safe and viable. Evidence based services

Partnerships and collaboration

OUR VALUES

Community – making a difference through teamwork, cooperation, a 'can do' attitude and country hospitality.

Compassion – listening and caring with empathy, respect, courtesy and kindness.

Quality – creating a quality health care experience for every consumer, continual improvement, innovation and learning.

Integrity – accountability, honesty and professional, ethical conduct in all that we do.

Justice – valuing diversity, achieving health equality, cultural respect and a fair share for all.

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Section 4 – STATEMENT OF DUTIES

The occupant of this position will demonstrate a commitment to the values of a health promoting health region.

Duty No.	Details	Freq.	%
1.0	CLINICAL		70
1.1	Conducts comprehensive mental health assessment (including home, hospital and community-based) and develops appropriate treatment and management plans.		
1.2	Conducts evidence-based intervention and treatment.		
1.3	Develops management plans in consultation with the client and, as appropriate, their carers/family, GP's and other service providers.		
1.4	Provides clinical case management services to clients.		
1.5	Promotes optimum functioning and well-being of the client in the community setting.		
1.6	Works within the philosophy and requirements of the Mental Health Act (2014).		
1.7	Participates in service clinical governance processes, including clinical team meetings and clinical review.		
1.8	In collaboration with senior clinicians, provides educational activities and programs for clients of the service, their carers/family, other professionals and the community.		
1.9	Participates in health promotion and early intervention programmes.		
1.10	Works effectively in collaboration with other team members, other professionals and GPs to promote quality mental health care for clients and the community.		
1.11	Maintains high standards of ethical and professional conduct.		
1.12	Participates in clinical supervision as required.		
1.13	Works flexible hours when required with availability for on-call.		
1.14	Provides outreach services which involves travel to designated areas.		
2.0	ADMINISTRATION / QUALITY IMPROVEMENT		15
2.1	Functions as an effective member of the community mental health service through efficient use of resources and active participation in relevant administrative procedures.		
2.2	Participates in the development, planning and evaluation of mental health services.		
2.3	Participates in quality improvement initiatives and clinical governance systems.		
2.4	Maintains accurate and comprehensive clinical records.		
2.5	Completes statistical and other clinical processes, including compliance with clinical information systems (PSOLIS) and outcomes data collection (NOCC), as required.		
2.6	Participates in Quality Improvement projects.		
2.7	Complies with guidelines regarding the use of Departmental equipment and vehicles.		

Section 4 – STATEMENT OF DUTIES – continued next page



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Section 4 – STATEMENT OF DUTIES – continued

3.0	EDUCATION AND RESEARCH		10
3.1	Promotes the development of clinical skills in other professionals and colleagues.		
3.2	Accepts responsibility for and participates in own professional development.		
3.3	Participates in research projects as required.		
4.0	OTHER		5
4.1	Other relevant duties as directed.		
	The occupant of this position will be expected to comply with and demonstrate a positive commitment to the highest achievement level in 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. Tertiary qualifications in Occupational Therapy, or Psychology or Nursing and eligible for registration with the relevant Board, OR Tertiary qualification in Social Work and eligible for full membership of the Australian Association of Social Workers or the Society of Professional Social Workers.
2. Demonstrated knowledge of emotional, behavioural, psychological and psychiatric disorders of adults.
3. Demonstrated experience in assessment and providing evidence-based interventions for adults with mental health or related disorders, and their families/carers.
4. Demonstrated ability to work as an effective member of a multidisciplinary team and as an independent practitioner.
5. Well-developed communication and interpersonal skills, including the ability to promote positive peer and line management relationships.
6. Demonstrated ability in problem solving, conflict resolution and negotiation
7. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.
8. Eligible for or in possession of a current C or C-A class driver's licence.

DESIRABLE

1. Sound knowledge of the key principles of the WA Mental Health Act (2014) and National Standards for Mental Health.
2. Knowledge and understanding of the provision of mental health services within a rural community.
3. Experience in working within a community mental health service setting.

Section 6 – APPOINTMENT FACTORS

Location	Kalgoorlie	Accommodation	As determined by the WA Country Health Service Policy
Allowances/ Appointment Conditions	Appointment is subject to: <ul style="list-style-type: none"> • Evidence of registration with the applicable Board of Registration or full membership of the Australian Association of Social Workers or the Society of Professional Social Workers must be provided prior to commencement • Provision of the minimum identity proofing requirements • Successful Criminal Record Screening clearance • Successful Pre-Employment Health Assessment • Successful WA Health Integrity Check • Successful Working With Children Check • Evidence of a current C or C-A class driver's licence and ability to travel within the region Allowances <ul style="list-style-type: none"> • District Allowance as applicable 		
Specialised equipment operated			

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 Manger 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
<div style="border: 2px solid black; padding: 5px; width: fit-content;"> WA Country Health Service – GOLDFIELDS 19 July 2019 REGISTERED Job Description Form </div>			