



North Metropolitan Health Service
Job Description Form

HSS REGISTERED

Clinical Neuropsychologist
Health Salaried Officers Agreement: Grade 2
Position Number: 601759
Paediatric 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,
 Paediatric General Diagnostic Program
 Award Level: HSO Grade 3
 Position Number: 601389



This Position



- ← Also reporting to this supervisor:
- Clinical Neuropsychologist/ Clinical Neuropsychologist Registrar 601759, HSO Level P1.5-4.2, 1.0 FTE
 - Clinical Psychologist 601383, HSO Level P2.3-4.2, 0.3 FTE
 - Educational/Developmental Psychologist 601388, HSO Level P2.3-4.2, 1.0 FTE
 - Senior Speech Pathologist 602201, HSO Level P2, 1.0 FTE
 - Senior Social Worker 601394, HSO Level P2, 0.4 FTE
 - CNS Mental Health Brief Intervention 601780, SRN Level 2, 0.4 FTE

Directly reporting to this position:

- Nil

Other positions under control

- Nil

Prime Function / Key Responsibilities

Within a multidisciplinary team context, performs clinical, consultant, educational and neuropsychological services for children and adolescents with conditions known to affect brain development including liaison with other professionals and schools. Provides supervision to Clinical Neuropsychology Registrars/trainees as needed.

Brief Summary of Duties (in order of importance)

1. Clinical Services (75%)

- 1.1 Performs neuropsychological assessments of children and/or young adults with conditions known to affect brain development (e.g. neurodevelopmental disorders, acquired brain injuries, trauma or neglect, in utero substance exposure, genetic or metabolic conditions etc.) to appraise cognitive, emotional, behavioural and family functioning utilising interviews, systemic observations, psychometric and psycho-diagnostic assessments and evaluation of systems.
- 1.2 Provides assessment feedback and interventions to individuals, families, schools and referral agencies as well as treatment and management recommendations, including input into the management plans within school, home and/or vocational settings.
- 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 Provides consultation on neuropsychology matters to colleagues.
- 2.2 Liaises with referrers and other external agencies (e.g. schools) regarding feedback, recommendations, clinical issues, and case management of clients.
- 2.3 Provides education and training on neuropsychological matters within discipline and across disciplines.
- 2.4 Supervises Clinical Neuropsychologist Registrars within the Neurosciences Unit for endorsement in Clinical Neuropsychology with the Psychologists Board of Australia as required and in consultation with the Senior Clinical Neuropsychologist Coordinator.
- 2.5 Supervises Clinical Neuropsychology trainees 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 department 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 and participates in supervision as required in consultation with the Senior Clinical Neuropsychologist Coordinator.
- 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 endorsement in Clinical Neuropsychology with the Psychology Board of Australia.
2. Demonstrated ability to function with a high degree of competence and initiative, under general to limited direction, in a variety of roles such as clinician, consultant, supervisor, teacher, researcher/evaluator, and agent of change in a multidisciplinary team environment.
3. Thorough knowledge of neuropsychological theories, models and practices applicable to paediatric neuropsychology. This includes a well-developed model of evidence-based practice.
4. Demonstrated proficiency in neuropsychological assessment, feedback, interview techniques and report writing for children and adolescents with developmental, neurological and neuropsychiatric conditions.
5. Highly developed communication and interpersonal skills including demonstrated ability to liaise effectively with other health professionals and external agencies both on individual client management matters and on general service issues.
6. A thorough 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 paediatric community, clinic and outpatient services within a mental health setting.
2. Board approved supervisor.

Appointment Prerequisites

Appointment is subject to:

- Evidence of current full registration by the Psychology Board of Australia and endorsement in the Clinical Neuropsychology must be provided prior to commencement.
- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- Provision of the minimum identity proofing requirements.
- 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: James Stewart
Signature/HE:113284
Date:

Position Occupant

Name:
Signature/HE:
Date:

Created on:
Last updated on: January 2021
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