Government of **Western Australia**
WA Country Health Service

WA Country Health Service – KIMBERLEY

22 June 2021

REGISTERED

JOB DESCRIPTION FORM

Section 1 - POSITION IDENTIFICATION

		Position No:	200112
Division:	Kimberley	**Title:**	**Director Clinical Services Mental Health**
Branch:	Kimberley Mental Health and Drug Service (KMHDS)	**Classification:**	MP Year 1-6
Section:	Clinical Director Mental Health	**Award/Agreement:**	Medical Practitioners Agreement

Section 2 - POSITION RELATIONSHIPS

Responsible to

Title:	Regional Director - Kimberley
Classification:	HSO Class 2
Position No:	200000

↑

Responsible to

Title:	Regional Manager KMHDS Broome
Classification:	HSO Level G10
Position No:	200368

↑

This position

Title:	**Director Clinical Services Mental Health**
Classification:	MP Year 1-6
Position No:	200112

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Other positions reporting directly to this position:

Title
Coordinator KCADS
Team Leader (MH & Drug Sve) Central
Team Leader (MH & Drug Sve) East
Team Leader MH Child and Adolescent
Clinical Nurse Manager
Aboriginal Mental Health Coordinator
Mental Health Safety and Quality Officer
Recovery Centre Coordinator
Team Leader (MH & Drug Sve) West
Business Manager

Positions under direct supervision:

Position No	Title
200750	Consultant – Psychiatrist
200751	Registrar – Trainee – Psychiatry
614137	Consultant – Psychiatrist
615725	Consultant – Psychiatrist
616335	Consultant – Psychiatrist

← **Other positions under control:**

Category	Number

Section 3 - KEY RESPONSIBILITIES

In partnership with the Regional Manager of Mental Health, has primary responsibility for clinical governance and leadership in relation to clinical service delivery and is responsible for ensuring that all clinical practice in Mental Health in the Kimberley 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 and works with budget holders to ensure appropriate allocation of staff to sites and services. In partnership with the mental health management team, ensure strategic development, coordination, integration, monitoring and evaluation of the Kimberley Mental Health and Drug Service (KMHDS). Provides clinical services as agreed. Supports and promotes the Commonwealth, State and WACHS mental health strategies.

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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

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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		Freq	%
1	**CLINICAL SERVICES**		**70**
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 ensures best practice clinical interventions are provided to clients, 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 services and relevant external agencies in regard to patient management.		
1.6	Ensures that a comprehensive 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.		
1.10	Promotes and participates in the education and continued professional development of staff in the mental health service and related areas.		
1.11	Maintains client records and statistical data, as required.		
2	**LEADERSHIP**		**20**
2.1	Participates as a senior member of the service management team.		
2.2	Represents the Kimberley on the WACHS Mental Health Leadership 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	Works to improve health outcomes for Aboriginal people impacted by mental health conditions, alcohol and other drug use disorders and unresolved trauma.		
2.6	Evaluates training and development requirements of the service.		
2.7	Provides advice to the WACHS Kimberley Regional Director, Regional Manager Mental Health and others about regional mental health services and associated issues.		
2.8	Participates in recruitment and selection processes.		
2.9	Supports consumer, carer and peer worker involvement in the planning, delivery and evaluation of the mental health service.		
2.10	Promotes awareness in the community of mental health issues through education, training and promotion activities.		
2.11	Performs duties in accordance with WACHS-region and program specific policy and procedures.		
3	**SAFETY AND QUALITY**		**5**
3.1	Acts as the point of clinical accountability for the service, providing clinical leadership for all regional staff.		
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.		
3.5	Participates in performance management of staff when required.		
3.6	Acts as the point of clinical accountability for the service, providing clinical leadership for all regional staff.		
4	**OTHER**		**5**
4.1	The Director Clinical Services – Mental Health participates in regional reporting processes with the Regional Medical Director.		
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 Royal Australian and New Zealand College of Psychiatrists (or equivalent).

3 Highly developed communication, negotiation and conflict resolution skills.

4 Demonstrated leadership skills and ability to manage people effectively.

5 Highly developed strategic planning, conceptual and analytical skills.

6 Relevant clinical and managerial experience in community based mental health service delivery.

7 An understanding of mental health service planning and its application in a remote environment.

8 Current C Class drivers Licence and an ability and willingness to travel including overnight stays away from home.

9 Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these affect employment and service delivery.

Section 6 - APPOINTMENT FACTORS

Location	Broome	**Accommodation**	As per WACHS Kimberley policy
Appointment/ Allowances Conditions	Where applicable - District Allowance, Annual Leave Travel Concession, one week additional Annual leave for above the 26th parallel, air conditioning subsidy. Appointment is subject to: • Evidence of registration by the Medical Board of Australia must be provided prior to commencement • Evidence of Fellowship of Royal Australian and New Zealand College of Psychiatrists (or equivalent) must be provided prior to commencement • Successful Working With Children Check • Completion of training for Mandatory Reporting of Child Sexual Abuse • Evidence of a current C class driver's licence and ability to travel within the region as required including overnight stays • Provision of the minimum identity proofing requirements • Successful Criminal Record Screening clearance • Successful Pre-Employment Health Assessment • Successful WA Health Integrity Check		
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: _____/_____/_____

Manager
Kimberley Mental Health and Drug Service

Signature and Date: _____/_____/_____

Regional Director
WACHS Kimberley

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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