



**JOB DESCRIPTION FORM**

**HSS REGISTERED**

<b>Position Number/s</b>	00011321
<b>Position title</b>	Consultant - Addiction Medicine
<b>Classification</b>	Level 1-9
<b>Employment Instrument</b>	WA Health System -Medical Practitioners- AMA Industrial Agreement 2016
<b>Registration date</b>	May 2021
<b>Key objectives of the Mental Health Commission</b>	The Mental Health Commission (the Commission) strives to establish mental health, alcohol and other drug services and systems that meet the needs of Western Australia’s population and deliver quality outcomes for individuals and their families. The Commission provides support to three independent bodies, the Mental Health Advocacy Service, the Mental Health Tribunal and the Office of the Chief Psychiatrist, which operate independently with corporate service support provided by the Commission.

**Reporting Relationships**

**Reports to:**

<b>Position Title</b>	<b>Classification</b>	<b>Position No.</b>
Assistant Director Integrated Clinical Services	Level 8	00011614

**Positions under direct supervision:**

<b>Position Title</b>	<b>Classification</b>	<b>Position No.</b>
NA		

**We Value:**

- Respect for individuals and culture
- Working together and supporting each other
- Involving and engaging others
- Ownership, transparency and accountability
- Fair and ethical decisions
- Improvement focus

**Primary Objectives of role:**

Provides clinical leadership to the multidisciplinary team in the delivery of specialist alcohol and other drug services to patients. Promotes patient safety and quality of care. Provides advanced, comprehensive and evidence-based specialist medical interventions, assessments, medication prescribing, monitoring and referral for patients within a clinic setting. Provides leadership, orientation, training, supervision and education, where relevant, for doctors in training, Supervised Medical Officers and other health workers.

In undertaking the role of this position, the occupant will need to recognise that there is a commitment to focussing on the needs of the individual, their families, carers or advocates working in partnership for better alcohol and other drug outcomes and improved mental health.

## Brief summary of duties/scope of practice

**The Clinical Director holds each consultant responsible for the care of all patients assigned to them and for the orientation, education and supervision of the junior medical staff allocated to them.**

### **CLINICAL**

- Leads the provision of specialist patient centred care to patients and provides a consultation service on request for other patients.
- Consults, liaises with and supports patients, carers, colleagues, nursing, allied health, support staff, external agencies and the public/private sector to provide coordinated multidisciplinary care.
- Oversees and manages the care of patients including clinical evaluation, formulation of a differential diagnosis, arranging appropriate investigation and referrals providing leadership and consultation for patients with complex needs.
- Provides specialist assessment and the provision of evidence-based best practice interventions, education, and care coordination for patients with substance use disorders.
- Develops, maintains and oversees formal links with primary care providers to ensure continuity of treatment and shared care management.
- Leads and participates in clinical meetings and provides leadership and management in the care of patients with complex needs
- Works within the scope of medical practice
- Ensures clinical documentation, including discharge summaries, are completed on time and undertakes other administrative/management tasks as required.
- Participates in departmental and other meetings as required to meet organisational quality and service objectives.
- Champions the MHC values and complies with appropriate policies and guidelines for staff.
- On a rostered basis provides support for the AOD sector, including participation in the Community Program for Opioid Pharmacotherapy (CPOP) Advice and Support (CAS) service during work hours, the Drug and Alcohol Clinical Advisory Service (DACAS) health professional support line and the Next Step on-call roster after hours.

### **PROFESSIONAL**

- Works with the Clinical Director, Head of Department and other Consultants to plan patient care and best practice process and champion clinical service redesign to improve systems of care.
- Undertakes ongoing self-directed learning ensuring continuous eligibility for specialist medical registration and maintains accreditation as an authorised CPOP prescriber
- Provides clinical supervision to medical staff as required and undertakes regular supervision with clinical supervisor.
- Educates doctors in training, medical students and other members of the multidisciplinary team through clinical reviews, formal presentations, tutorials and other modalities.
- Contributes to the monitoring and evaluation of the Mental Health Commission's clinical programs.
- Leads and initiates the development of clinical guidelines and participates in Next Step's quality improvement program.
- Participates in mandatory training activities to ensure compliance with Next Step policy and completes an annual professional development review of their performance with their Line Manager/Clinical Director.

## **Governance, Safety and Quality Requirements**

- Fulfills National Safety and Quality Health Services Standards requirements including but not limited to:
  - Participating in continuous safety and quality improvement actions, such as audits, reviews and drills that result in improvements to patient care, staff knowledge or the patients experience and that align with actions described within the standard.
  - Participating in the development, implementation, reporting and monitoring of quality assurance measures and activities.
  - Ensuring records and statistics are kept in accordance with established procedures.
- Initiates, implements and participates in audit, quality improvement and research activities in consultation with the Clinical Director/Head of Department to systematically evaluate service delivery and meet patient needs.
- Participates in relevant clinical governance committees including regular clinical reviews, Root Cause Analysis (RCA) and morbidity/mortality reviews as required and implements endorsed recommendations.
- Responsible for ensuring, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision
- Performs duties in accordance with Government, Mental Health Commission (MHC) and Departmental / Program specific policies and procedures and complies with the MHC Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

## **Other**

- Provides cover at other Next Step services sites including the Inpatient Withdrawal Unit as required.
- Undertakes other duties as directed

## **Selection Criteria:**

The following work-related requirements are to be read in the context of the role of this position and the Mental Health Commission:

### **Essential Selection Criteria:**

1. Eligible for registration by the Medical Board of Australia and holding current Fellowship in the Australasian Chapter of Addiction Medicine (FACHAM)
2. Demonstrated extensive knowledge, clinical experience, skills and leadership in the specialty of alcohol and other drugs.
3. Demonstrated high level skills and competency as a medical expert, collaborator, mentor and manager.
4. Demonstrated experience and commitment to audit, clinical teaching and clinical research as means to advance the medical care of future patients.
5. Demonstrated experience in achieving quality outcomes and commitment to working in a coordinated multidisciplinary team.
6. Demonstrated high level interpersonal, negotiation and conflict resolution skills with an ability to liaise effectively with patients, individuals and the multidisciplinary team
7. Demonstrated high level written and verbal communication skills.

### **Desirable Selection Criteria:**

1. Publications in the drug and alcohol literature and/or presentations at conferences
2. Knowledge of current clinical governance systems.

### **Appointment Factors**

This position is subject to a:

- Evidence of current registration by the Medical Board of Australia must be provided prior to commencement.
- Successful 100-point Identification Check.
- Successful criminal record screening.
- Successful Pre-Employment integrity check.
- Working with Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia (applicable to Next Step service location).

### **Ethical Decision Making and Practice**

Acts ethically and in accordance with the Western Australian Public Sector Code of Ethics and the Mental Health Commission's Code of Conduct.

Demonstrates a focus on the achievement of branch objectives including working productively in a team and taking responsibility for and managing own work to deliver expected outcomes.'

### **Workplace Location**

This position is clinic based and will initially be located at the advertised service. The occupant may be required to work at different services with reasonable notice and according to operational requirements.

### **Workplace Safety**

Acts safely and in accordance with the general Duty of Care and the Mental Health Commission's Occupational Safety and Health policy and procedures.

### **Cultural Security**

In undertaking this role, the incumbent is required to have a sound understanding about Ways of Working with Aboriginal people.