



Healthy kids, healthy communities

Compassion

Excellence

Collaboration

Accountability

Equity

Respect

Nurse Coordinator – Mental Health

Position details

Position Number:	00013795
Classification:	SRN Level 5
Agreement:	Nurses and Midwives Agreement
Directorate:	Operations - Service Unit 2 - Mental Health
Department:	Child and Adolescent Mental Health Service (CAMHS) / Acute Services
Location:	Perth Children's Hospital, QEII Campus, Nedlands

Reporting relationships

This position reports to:

00013974	Nurse Director	RN SRN 10
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Positions under direct supervision:

Care Support Worker	AGL2	1.0FTE
Clinical Nurse Specialist	SRN3	4.6FTE
Clinical Nurse Specialist MH		1.0FTE
Clinical Nurse	SCA2	9.5FTE
Clinical Psychologist	APLP2	2.0FTE
Coordinator	AGL3	1.0FTE
Enrolled Nurse	ENE2-4	2.4FTE
Enrolled Nurse – MH	EME6	4.11FTE
Nurse Educator	SRN3	1.8FTE
Registered Nurse	RGN1	23.75FTE
Registered Nurse – Graduate	RGN1	5FTE
Senior Clinical	APLP3	1.0FTE

This position reports to:

Psychologist

Senior Occupational Therapist	APL2	3.0FTE
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Senior Social Worker	APL2	3.1FTE
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Ward Clerk	AGL2	2.0FTE
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Key Responsibility

- Responsible in partnership with the Head of Service, Acute Mental Health for the strategic development, coordination, integration, monitoring and evaluation of a designated specialist acute Child and Adolescent Mental Health Service at Perth Children’s Hospital. Responsible for the clinical and corporate governance of the service, managing the financial, physical and human resources of the service. Undertakes direct line management responsibility for the multidisciplinary team working within the service.

About our health service

The Child and Adolescent Health Service (CAHS) is a comprehensive service that supports and treats children from around Western Australia, and is committed to programs that promote lifelong health in children and adolescents.

CAHS is made up of four service streams:

- **Neonatology:** Neonatology provides state-wide tertiary neonatal services to the sickest newborn babies and infants in Western Australia.
- **Community Health:** a comprehensive range of community based early identification and intervention services, as well as health promotion, to children and families in the Perth metropolitan area. Services are provided in a variety of settings including at home, local community health centres, child and parent centres and schools.
- **Child and Adolescent Mental Health Services (CAMHS):** provide mental health services to infants, children, young people and their families across the Perth metropolitan area. Services include community based programs, inpatient care at Perth Children's Hospital and specialised services for children with complex mental health conditions across the State.
- **Perth Children's Hospital (PCH):** is the specialist State-wide paediatric hospital and trauma centre for Western Australia, caring for children up to the age of 16. PCH is also a centre of excellence for teaching and research, partnering in major paediatric research and education initiatives led by the Telethon Kids Institute (TKI) and the State's universities.

Our vision

Healthy kids, healthy communities

Our vision of 'healthy kids, healthy communities' sees that children and young people get the best start in life through health promotion, early identification and intervention and patient centred, family-focused care.

Our objectives



Care for children, young people and families



Provide high-value healthcare



Collaborate with our key support partners



Value and respect our people



Promote teaching, training and research

Our values drive us

CAHS promotes a values based workplace culture and all employees are expected to translate our values into action by providing high quality care through:

Compassion

I treat others with empathy and kindness

Excellence

I take pride in what I do, strive to learn and ensure exceptional service every time

Collaboration

I work together with others to learn and continuously improve our service

Accountability

I take responsibility for my actions and do what I say I will

Equity

I am inclusive, respect diversity and aim to overcome disadvantage

Respect

I value others and treat others as I wish to be treated

Summary of accountabilities

1. Leadership and Management

- Collaborates with the Head of Service in the identification of service priorities and develops and implements business plans and strategies to deliver an effective integrated acute child and adolescent mental health service.
- Facilitates the provision of advanced and complex patient care within the acute mental health service at Perth Children's Hospital (PCH) and CAMHS level working in partnership with the Head of Service as well as interdisciplinary team members and external providers.
- Works with the Head of Service to facilitate effective utilisation of human, allocated financial and physical resources within the clinical unit, division and organisational priorities. In partnership with the Head of Service is responsible for the management of the allocated/available budgets and achieving national targets within an ABF/ABM environment reporting against the agreed KPIs.
- Responsible for ensuring that professional and practice concerns are communicated in timely manner to the Nurse Director - CAMHS and/or the Director of Nursing (PCH).
- Allocates staff mix according to analysis of clinical needs promoting optimal use of available resources within best practice guidelines and standards in mental health.
- Maintains excellence in interpersonal skills and leadership to engage and guide the multi-disciplinary team and external customers to deliver effective patient care in relation to area of speciality.
- Coordinates the recruitment and selection of staff with the Head of Service and Professional Coordinators.
- Liaises with senior management in other community health industry agencies to review and negotiate the system of care for children and adolescents with mental health disorders.
- Collaborates, liaises and advises the Nursing Director and Head of Department, Acute CAMHS on clinical and organisational issues affecting the service

2. Performance, Research and Innovation

- Initiates and participates in the development of formal Nursing quality improvement and risk management strategies for the acute mental health service.
- Leads the implementation, adherence and monitoring of Nursing Sensitive Indicators.
- Develops standards and policies using an evidence based approach, developing innovative methods and techniques for effective practice and change internal and external to the area of responsibility.
- Implements and maintains performance management systems which support ongoing development of staff.
- In partnership with the Head of Service leads the establishment and maintenance of a culture of patient safety within their area of specialty and contributes to the Service wide initiatives.
- Analyses relevant research to determine clinical and management trends.
- Initiates and implements best practice that supports the delivery of evidence based clinical care and management in mental health.
- Researches issues of significance and maintains expert awareness of initiatives and innovations both internal and external to PCH and CAMHS.
- Serves as a resource and mentor of evidence based practice through role modelling and support of Nursing practice changes.
- Incorporates Evidence Based Nursing Practice into patient care and leadership responsibilities.

- Participates in/supports evidence based practice projects within the acute mental health service and CAMHS.
- Through strategic planning, monitors the internal and external environment and influences to ensure that nursing services and other services under area of responsibility are able to meet the changing needs of the health care industry.

3. Communication

- Maintains open and collaborative communication with relevant key stakeholders demonstrating advanced written and verbal skills.
- Responsible for addressing patient complaints ensuring compliance with legal requirements governing PCH and CAMHS.
- Provides a public relations function for the area including investigation and management of ministerial enquires.

4. CAHS governance, integrity, safety and quality requirements

- Commits to undertake the duties of the role in accordance with the WA Health Code of Conduct; the CAHS Vision and Values; and CAHS commitment to protecting children and promoting their safety.
- Maintains a safe work environment by taking reasonable care for own health and safety and that of others.
- Ensures as far as practicable, the provision of a safe working environment in consultation with employees under their supervision.
- Undertakes duties to an agreed performance standard to support safe, high-quality health care with a focus on continual improvement, efficiency, effectiveness and sustainability.
- Directly or indirectly supports the delivery of safe patient care and the consumers' experience ensuring services are family centred.
- Contributes to continuous quality improvement activities by identifying, facilitating or participating in practices in accordance with the requirements of the National Safety and Quality Health Service (NSQHS) Standards, health service strategic direction and the WA Public Sector.
- Completes mandatory and core requirement training as relevant to the role and service.
- Performs duties in accordance with WA Public Sector, WA Health, CAHS and other specific service policies and procedures and applicable legislative obligations under *Public Sector Management Act (WA) 1994*, *Health Services Act (WA) 2016*, *Occupational Safety and Health Act (WA) 1984*, *Disability Services Act (WA) 1993* and the *Equal Opportunity Act (WA) 1984*.
- Actively contributes to the development of the health service by undertaking other duties as directed including additional tasks or projects in line with continual improvement, collaboration and sustainable health initiatives.

Work related requirements

The following criteria should be considered in the context of the CAHS Vision, Objectives and Values.

Essential selection criteria

1. Eligible for registration in the category of Registered Nurse by the Nursing and Midwifery Board of Australia.
2. A demonstrated understanding of Mental Health Nursing Competencies, including a sound knowledge and skills in the implementation of the Mental Health Act and policies applicable to nursing.
3. Demonstrated significant clinical knowledge, experience and leadership in mental health services.
4. Advanced interpersonal and communication skills (written and verbal).
5. Well-developed conceptual, analytical and problem solving skills.
6. Demonstrated significant knowledge and application of research and best practice principles and an experience undertaking activities utilising the quality review cycle aligned with the National Safety and Quality Health Services Standards.
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.

Desirable selection criteria

1. Possession of, or significant progression toward the attainment of a post graduate qualification in area of specialty
2. Demonstrated computer literacy, in particular, competence with office productivity applications.

Appointment to this position is subject to the following:

- Evidence of current registration by the Nursing and Midwifery Board of Australia 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 in line with the standards set by the National Security Strategy.
- Successful criminal record screening clearance.
- Successful pre-employment integrity check.
- Successful pre-employment health assessment.

Certification

Created on	Last Reviewed	HSS Registered
Insert date	Insert date	24/03/2021

I verify that the details in this document are an accurate reflection of the requirements of the position.

_____ Manager / Supervisor	_____ Signature or HE Number	_____ Date
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As an Occupant of this position, I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

_____ Occupant Name	_____ Signature or HE Number	_____ Date
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