

DEPARTMENT OF HEALTH

# Statement of Duties

<b>Position Title:</b>	Clinical Nurse Specialist - Adult and Community Mental Health
<b>Position Number:</b>	Generic
<b>Classification:</b>	Registered Nurse Grade 5
<b>Award/Agreement:</b>	Nurses and Midwives (Tasmanian State Service) Award
<b>Group/Section:</b>	Community, Mental Health and Wellbeing Mental Health and Statewide Services
<b>Position Type:</b>	Permanent/Fixed-Term/Casual, Full Time/Part Time/Casual
<b>Location:</b>	South, North
<b>Reports to:</b>	Team Leader
<b>Effective Date:</b>	June 2020
<b>Check Type:</b>	Annulled
<b>Check Frequency:</b>	Pre-employment
<b>Essential Requirements:</b>	<p>Registered with the Nursing &amp; Midwifery Board of Australia as a Registered Nurse and possess specialist tertiary graduate or post graduate mental health/psychiatric nursing qualification; or completed, prior to the transfer of nurse education to the tertiary sector, an accredited hospital based program that lead to registration as a psychiatric nurse by the relevant nurse regulatory authority within Australia, New Zealand, Canada or the United Kingdom.</p> <p>Current Driver's Licence</p> <p><i>*Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee's responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer if a registration/licence is revoked, cancelled or has its conditions altered.</i></p>

**Desirable Requirements:** Extensive, community psychiatric nursing experience and/or is credentialed as a Mental Health Nurse by the Australian and New Zealand College of Mental Health Nurses Inc. or equivalent

Holds or is working towards relevant tertiary qualifications

**Position Features:** Employees employed in this job may be required to participate in an on-call roster

Employees may be required to work at various locations within the advertised region

*NB. The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.*

## Primary Purpose:

As part of a multidisciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Clinical Nurse Specialist - Adult and Community Mental Health:

- Is a clinical expert in the area of practice and acts as a clinical resource for nursing, medical and allied health staff in the management of consumers with complex mental health needs, working with other members of the multidisciplinary team to deliver comprehensive care within the designated area of practice.
- Initiates, develops, implements and evaluates clinical policy, care guidelines, quality improvement and research activities in accordance with contemporary best practice to improve consumer outcomes.
- As a senior clinician within the Adult and Community Mental Health team, provides case management to a designated number of consumers with complex needs, including carer education and consultation and collaboration with GP's, other service providers and significant others in provision of care.
- Provides orientation, supervision and support to all nurses within the team and coordinates student nurse placements.

## Duties:

1. Provides clinical expertise in contemporary nursing practice within Adult and Community Mental Health setting, promoting professional standards of practice and an environment conducive to innovation and change that promotes best practice and meets established accreditation standards of practice.
2. Maintain and display advanced clinical practice skills within the Adult and Community Mental Health Service and act as a resource person to other members of the multidisciplinary team in the management of complex clinical issues.
3. Undertake the provision of recovery focused specialist mental health assessments and assertive case management, using recognised assessment methods and evidence based interventions, for a designated number of clients within the community setting.
4. As a senior member of the multidisciplinary team, lead multidisciplinary team review of clients, including supporting staff to develop, monitor and evaluate clinical outcome measures.

5. Maintain appropriate records of assessments, interventions and specialised reports, and assist in the maintenance of appropriate records systems. Act as a role model to other team members in standards of practice in clinical documentation
6. Develop and maintain integrated clinical links across the Mental Health Services, with Community Service Organisation's and other Service Providers.
7. Act as an Authorised Officer under the Mental Health Act when required.
8. Provide leadership in nursing practice including the interpretation of clinical guidelines and implementation, monitoring and evaluation of policies and protocols relevant to the practice area, in conjunction with the Clinical Nurse Consultant and/or Team Leader, and promote an environment conducive to innovation and change.
9. Accept responsibility as the 'designated nurse responsible' for the coordination of medications within the community service as per legal requirement, policies and procedures.
10. Identify professional learning needs of community nursing staff and, in collaboration with Clinical Nurse Educators and the Team Leader, develop, implement and review strategies to address those needs.
11. In conjunction with the Clinical Nurse Consultant, undertake orientation and supervision of nurses within the Adult and Community Mental Health Team.
12. Coordinate student placements and precept students or support other nurses in precepting students.
13. Promote a culture which supports action based research and promotes the application of evidence based research by nurses in the practice setting.
14. Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives and related training.
15. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

## Key Accountabilities and Responsibilities:

- Accepts accountability and responsibility for own standard of professional practice in accordance with the Australian Health Practitioner Regulation Agency (AHPRA), the Nursing and Midwifery Board of Australia, codes of practice, professional guidelines, and legal requirements.
- Acts as clinical resource person, providing guidance and support to Registered Nurses, and other members of the multidisciplinary team.
- Act as an Authorised Officer in accordance with the Mental Health Act.
- Responsible for recognising and maintaining one's own professional development.
- Maintains knowledge of contemporary evidence-based practice.
- Clinically and administratively responsible to the Team Leader.
- Professional support and supervision from the Director of Nursing or the approved Delegate.

- Where applicable, exercise delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
- Comply at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.

## Pre-employment Conditions:

*It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.*

The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

1. Conviction checks in the following areas:
  - a. crimes of violence
  - b. sex related offences
  - c. serious drug offences
  - d. crimes involving dishonesty
  - e. serious traffic offences
2. Identification check
3. Disciplinary action in previous employment check.

## Selection Criteria:

1. Extensive experience in and comprehensive knowledge of clinical nursing practice in a variety of settings, with at least five years post-graduate clinical nursing experience directly applicable to Mental Health settings.
2. Comprehensive knowledge and understanding of relevant legislation and awards, including the Mental Health Act, Right to Information Act, Work Health and Safety Act and relevant statutory requirements and departmental procedures and policies.
3. Highly developed interpersonal skills, including written and oral communication, negotiation and conflict resolution skills, and the proven ability to work constructively as part of a multidisciplinary team at both service and community levels.
4. Demonstrated ability to act as a clinical resource in the clinical setting.
5. Highly developed clinical management and leadership skills with demonstrated ability to perform effectively as a multidisciplinary team member and provide support to the Team Leader.
6. Ability to apply the principles of clinical risk management, quality improvement, nursing research, performance monitoring and evaluation relevant to the clinical area.
7. Demonstrated ability to precept nurses and undergraduate and postgraduate student nurses.

## Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000*. The Department supports the [Consumer and Community Engagement Principles](#).