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SA Health Job Pack

Job Title	Nurse Consultant - Improving Access to Psychological Therapies (IAPT) Team Leader
Eligibility	Open to Everyone
Job Number	726472
Applications Closing Date	31 May 2020
Region / Division	Southern Adelaide Local Health Network
Health Service	Mental Health Services
Location	Adelaide CBD
Classification	RN3
Job Status	Part-time (34.2 hrs p/wk) – Temporary until 13 April 2021
Total Indicative Remuneration	\$124,301 - \$131,635 p.a. (pro rata)

Contact Details

Full name	Sharon Harris – SGTS Team Leader
Phone number	(08) 8204 5676
Email address	Sharon.Harris@sa.gov.au

Criminal History Assessment

Applicants will be required to demonstrate that they have undergone an appropriate criminal and relevant history screening assessment/ criminal history check. Depending on the role, this may be a Department of Human Services (DHS) Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:

- Working with Children Screening – DHS
- Vulnerable Person-Related Employment Screening - **NPC**
- Aged Care Sector Employment Screening - **NPC**
- General Employment Probity Check - **NPC**

Further information is available on the SA Health careers website at www.sahealth.sa.gov.au/careers - see Career Information, or by referring to the nominated contact person below.

Immunisation

Risk Category A (direct contact with blood or body substances)

This role carries specific immunisation requirements. To be eligible for appointment in this role you will be required to meet the immunisation requirements associated with Category A (direct contact with blood or body substances) [Please click here for further information on these requirements.](#)

Guide to submitting an application

Thank you for considering applying for a position within SA Health. Recruitment and Selection processes across SA Health are based on best practice and a commitment to a selection based on merit. This means treating all applications in a fair and equitable manner that aims to choose the best person for the position.

A well presented, easy to read application will allow the panel to assess the information they need from your application. To give yourself the best opportunity to reach interview, the application should clearly and concisely demonstrate to the selection panel that you are suitably equipped to perform the role, and that you possess all of the stated minimum essential skills, abilities, knowledge, experience and educational qualifications (where required).

The online application form to apply for this position will ask for employment history, education, qualifications and referees however to understand the position and requirements we suggest you become familiar with the attached Job and Person Specification.

We request that you attach the following to your application -

- ✎ **A covering letter** of up to 2 pages introducing yourself to the selection panel and describing your skills, abilities, knowledge, qualifications and experience in relation to the position;
- ✎ **A current Curriculum vitae/Resume** that includes your personal details, relevant employment history, education, training courses, qualifications and professional memberships.

* Refer to <http://www.sahealthcareers.com.au/information/> for further information regarding

- The Indicative Total Remuneration which is inclusive of Award salary, superannuation and other monetary benefits.
- Information for Applicants
- Criminal History Assessment requirements

Position	Nurse Consultant - IAPT Team Leader
Classification	Registered Nurse/Midwife Level 3
Division	Mental Health Services
Department / Section / Unit / Ward	SMH/FPTS/IAPT
Role reports to	Operationally: > FPTS Unit Manager/ Head of Unit Professionally: > SALHN MHS Nursing Director, Community
CHRIS 21 Position Number M55443	Role Created / Review Date 21/04/2020
Criminal History Clearance Requirements <input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child - Prescribed (Working with Children Check) <input checked="" type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)	Immunisation Risk Category Category A (direct contact with blood or body substances)

JOB SPECIFICATION

Primary Objective(s) of role:

Employees classified at this level provide clinical nursing expertise to all nurses and multi-disciplinary staff working to assess and treat consumers who attend the Improving Access to Psychological Therapies (IAPT) service for emotional distress, social crisis, suicidal ideation and/or behaviour, self-harm, anxiety and/or depressive symptoms. Works with the FPTS Unit Manager and SGTS Team Leader to develop, support and provide clinical leadership within the multi-disciplinary team. Employees classified at this level are experts within their area and stream of practice and have a significant degree of autonomy and decision making.

Employees in this role offers professional advice as required with issues related to emotional distress, social crisis, suicidal ideation and/or behaviour, self-harm, anxiety and/or depression symptoms and the treatment offered by the IAPT service to family members and significant others.

Various practice models may be used to enact this role, including but not limited to:

Primarily providing nursing care;

- > Providing clinical leadership to nurses and within the multi-disciplinary team;
- > Coordination and leadership of projects and/or programs that contribute clinical expertise to improve patient/client/service outcomes;

Employees in this role accept accountability for their mental health nursing practice, the outcomes of nursing practices for Mental Health Consumers, their families and carers the professional advice given, delegations of care made and for addressing inconsistencies between practice and policy; and for developing team performance and a positive work culture in the interest of patient/client outcomes.

Direct Reports: (List positions reporting directly to this position)

- > Level 1 and 2 RNs and Allied Health Professionals working within IAPT
- > Nursing and Allied Health Professional Students working within IAPT
- > OPS 2 Consumer Consultant working within IAPT

Key Relationships / Interactions:

Internal:

- > Maintains close collaborative working relationships with all level 3 and level 4 Nurses/ Midwives.
- > Maintains cooperative and productive working relationships within all members of the health care team.
- > Supports and works collaboratively with less experienced members of the nursing/ midwifery team

External:

- > Non-government organisations or other government organisations/agencies
- > Maintains a close working relationship with Flinders University

Challenges associated with Role:

Major challenges currently associated with the role include:

- > Keeping professionally up to date with relevant research, technological advances and models of care
- > Working appropriately and in a culturally respectful way with Mental Health Consumers, their families and care providers where there are multiple complexities, diverse cultural backgrounds and expectations of clients.
- > Accepting responsibility for the maintenance of own knowledge and professional competence and contemporary practices, in order to provide specific Mental Health advanced nursing care
- > Working collaboratively within the multidisciplinary team and across organisational Divisions/sites, both community and inpatient, and across disciplines, to promote communication processes to enable best patient/client outcomes.
- > Managing a team and addressing inconsistencies in between practice and policies/procedures

Delegations: (As defined in SALHN instruments of delegations)

(Levels / limits of authority in relation to finance, human resources, Work Health and Safety and administrative requirements as defined by Departmental delegations and policies.)

Financial	N/A
Human Resources	Level 5
Procurement	N/A

Resilience

SA Health employees persevere to achieve goals, stay calm under pressure and are open to feedback.

Performance Development

It is your responsibility to actively participate in the Performance Review & Development Program which will include a six (6) monthly review of your performance against the responsibilities and key result areas associated with your position and a requirement to demonstrate appropriate behaviours which reflect a commitment to South Australian Public Sector and SALHN values and strategic directions.

General Requirements

Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Policies, Procedures and legislative requirements including but not limited to:

- > National Safety and Quality Health Care Service Standards.
- > *Work Health and Safety Act 2012 (SA)* and when relevant WHS Defined Officers must meet due diligence requirements.
- > *Return to Work Act 2014 (SA)*, facilitating the recovery, maintenance or early return to work of employees with work related injury / illness.
- > Meet immunisation requirements as outlined in the Immunisation for Health Care Workers in South Australia Policy Directive.
- > Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- > *Children's Protection Act 1993 (Cth)* – 'Notification of Abuse or Neglect'.
- > *Public Interest Disclosure Act 2018*.
- > Disability Discrimination.
- > Information Privacy Principles.
- > Relevant Awards, Enterprise Agreements, *Public Sector Act 2009*, *Health Care Act 2008*, and the SA Health (Health Care Act) Human Resources Manual.

- > Relevant Australian Standards.
- > Duty to maintain confidentiality.
- > Smoke Free Workplace.
- > To value and respect the needs and contributions of SA Health Aboriginal staff and clients, and commit to the development of Aboriginal cultural competence across all SA Health practice and service delivery.
- > Applying the principles of the South Australian Government's Risk Management Policy to work as appropriate.
- > *Mental Health Act 2009 (SA)* and Regulations.
- > Housing SA MOU
- > South Australian Civil Administrative Tribunal (SACAT)

Handling of Official Information

By virtue of their duties, SA Health employees frequently access, otherwise deal with, and/or are aware of, information that needs to be treated as confidential.

SA Health employees will not access or attempt to access official information, including confidential patient information other than in connection with the performance by them of their duties and/or as authorised.

SA Health employees will not misuse information gained in their official capacity.

SA Health employees will maintain the integrity and security of official or confidential information for which they are responsible. Employees will also ensure that the privacy of individuals is maintained and will only release or disclose information in accordance with relevant legislation, industrial instruments, policy, or lawful and reasonable direction.

Special Conditions

- > It is mandatory that no person, whether or not currently working in SA Health, will be eligible for appointment to a position in SA Health unless they have obtained a satisfactory Background Screening and National Criminal History Clearance.
- > Prescribed Positions under the *Child Safety (Prohibited Persons) Act 2016* and Child Safety (Prohibited Persons) Regulations 2019 must obtain a Working with Children Clearance through the Screening Unit, Department of Human Services.
- > Working with Children Clearance must be renewed every five (5) years.
- > 'Approved Aged Care Provider Positions' as defined under the Accountability Principles 1998 made in pursuant to the *Aged Care Act 2007 (Cth)* must be renewed every 3 years.
- > Appointment and ongoing employment is subject to immunisation requirements as per Risk Category identified on page 1.
- > Depending on work requirements the incumbent may be transferred to other locations across SA Health to perform work appropriate to classification, skills and capabilities either on a permanent or temporary basis subject to relevant provisions of the *Public Sector Act 2009* for Public Sector employees or the SA Health (Health Care Act) Human Resources Manual for *Health Care Act 2008* employees.
- > The incumbent may be required to participate in Counter Disaster activities including attendance, as required, at training programs and exercises to develop the necessary skills required to participate in responses in the event of a disaster and/or major incident.
- > Some out of hours work may be required.
- > Works Monday to Friday
- > May be required to assume responsibilities as delegated by the Nursing Director and/or the Service Manager for specific relevant functions

Key Result Areas	Major Responsibilities
Lead the team	<ul style="list-style-type: none"> > Ensure the delivery of high quality and safe care consistent with the SALHN Integrated Governance Framework and Consumer Engagement Framework and Plan. > Ensure that service provision and the activities of the Division / Unit / Ward / Service are person and family centred and professionally and effectively conducted by contributing to the development of an integrated team approach and culture which is highly responsive to the needs of our consumers. > Ensure the effective management of human, financial and physical assets through appropriate planning and allocation of resources to achieve agreed Division / Unit / Ward / Service and strategic plans. > Lead, develop and foster a positive work culture which is based on SA Public Sector and SALHN values and promotes patient / client focussed service, learning and development, safety and welfare of employees, acknowledges differences, and encourages creativity and innovation. > Budget preparation, monitoring and reporting and adherence to resources allocations.
Direct/indirect patient/client care	<ul style="list-style-type: none"> > Commitment to delivering high quality and safe care consistent with the SALHN Integrated Governance Framework and Consumer Engagement Framework and Plan. > Integrate contemporary information and evidence with personal experience to support the decision making, innovative thinking and objective analysis that are expected at this level. e.g. Expert clinical knowledge underpins and informs their ability to support, lead and/or provide expert clinical care to improve and optimise nursing and multi-disciplinary care. > Provide direct, expert clinical nursing care, select and implement different therapeutic interventions, provide individual case management to a defined population of patients/clients and evaluate progress. > Contribute expert nursing assessment and advice to local clinical teams to achieve integrated nursing care within a risk management framework. > Undertake the nursing care role with a significant degree of independent clinical decision making in the area of personal expertise. > Be required in a multidisciplinary primary health care setting to apply nursing expertise to assess clients, select and implement different therapeutic interventions and/or support programs and evaluate patient/client progress. > Effective complex discharge planning / hospital avoidance through the provision of education, equipment and referral.
Support of health service systems	<ul style="list-style-type: none"> > Use available information systems: to inform decision making, to implement and co-ordinate processes for quality improvement, to monitor and analyse incidents and accidents, to ensure quality and safety is not compromised, to evaluate outcomes and convey information to staff. > Contribute to the development of, implementation of, and monitoring of corporate policies and processes and lead in their area of expertise. > Management of resources with due diligence. > Implement and co-ordinate within span of control, processes for quality improvement and continuity within corporate risk management and

	<p>nursing/midwifery professional practice frameworks.</p> <ul style="list-style-type: none"> > Identifying hazards, assessing risks and implementing, monitoring and maintaining hazard control measures. > Maintain productive working relationships and manage conflict resolution. > Contribute to the development and sustainability of nursing skills for the needs of the specific population group using systems of resource and standards promulgation. > Contribute specific expertise to nursing practice through clinical protocol and standards development.
Education	<ul style="list-style-type: none"> > Hold a contemporary professional practice portfolio containing evidence of postgraduate qualifications, learning and practice experience that underpin a demonstrable application of knowledge and skills commensurate with the level and type of practice expected of the role. > Ensure mechanisms are in place to support ongoing education where work and learning are integrated. > Apply and share expert clinical knowledge to improve patient/client care outcomes. > Contribute clinical expertise to learning environments, which may include individual/team capability development and/or post registration clinical teaching. > Be involved in community education programs in relation to emotional distress, social crisis, suicidal ideation and/or behaviour, self-harm, anxiety and/or depression symptoms to both mental health workers and the general community.
Research	<ul style="list-style-type: none"> > Contribute specific expertise to monitor and evaluate research activities in order to improve nursing practice and service delivery; > Establishing, implementing and evaluating systems, which ensure best practice/evidence and patient/client outcomes; > Applies evidenced based recommendations to improve practice and service function > Contribute to clinical practice research.
Contribution to effective operation of unit	<ul style="list-style-type: none"> > Contributing to the development of an integrated team approach and culture which is highly responsive to the needs of our consumers. > Contributing to the promotion and implementation of the objects and principles of the Health Care Act 2008 and Public Sector Act 2009 (inclusive of the Code of Ethics for the South Australian Public Sector). > Adhering to the provisions of relevant legislation including, but not limited to, the Equal Opportunity Act 1984, Work Health and Safety Act 2012 (SA) (WHS), Awards and Enterprise Agreements. > Demonstrating appropriate behaviours which reflect a commitment to the Department of Health values and strategic directions. > Undertaking training as required to attain and maintain required competency of skills and knowledge applicable to the role.

1. ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications

- > Registered or eligible for registration as a Nurse with the Nursing and Midwifery Board of Australia and who holds, or who is eligible to hold, a current practicing certificate. **AND**
- > Holds an approved qualification in mental health practice.

Personal Abilities/Aptitudes/Skills

- > Effective leadership skills including highly developed skills in communication, problem solving, conflict resolution and negotiation skills
- > Ability to work effectively within a multidisciplinary team.
- > Ability to prioritise workload and meet set timelines whilst working under minimal supervision.
- > Demonstrated ability to foster a workplace environment that develops staff potential.
- > Proven ability for flexibility, innovation and creativity with in the whole of service setting.
- > Demonstrated ability in the leadership and facilitation of change management.
- > Demonstrated ability in leading and promoting consumer and carer engagement initiatives
- > Demonstrated skill in mental health specific education issues.
- > Computer literacy in the current nursing and clinical information systems.
- > Proven experience in basic computing skills, including email and word processing.
- > Demonstrated expertise in Cognitive Behavioural Therapy.
- > Proven commitment to the principles and practise of:
 - EEO, Ethical Conduct, Diversity and Worker Health & Safety.
 - Quality management and the provision of person and family centred care.
 - Risk management.

Experience

- > Registered Nurse with at least 3 years post registration experience.
- > Demonstrated competence in the relevant area of nursing and or midwifery practice in accordance with the relevant standards.
- > Experience in the supervision of students, enrolled nurses and less experienced registered nurses and or midwives.
- > Experience delivering Cognitive Therapy, Behavioural Therapy, Behavioural Activation and Motivational Interviewing within a clinical practice environment.
- > Experience working within a multidisciplinary team and collaborating with other service providers
- > Demonstrated competence in Mental Health Nursing
- > Experience in the supervision of allied health professionals, students, enrolled nurses
- > Proven experience in delivering high quality and safe care consistent with the National Safety and Quality Health Care Service Standards. (Mandatory for all clinical positions.)

Knowledge

- > Awareness of National Safety and Quality Health Service Standards.
- > Understanding of Delegated Safety Roles and Responsibilities.
- > Understanding of Work Health Safety principles and procedures.
- > Understanding of Quality Management principles and procedures.
- > Awareness of person and family centred care principles and consumer engagement principles and procedures.
- > Knowledge of the National Practice Standards for the Mental Health Workforce, 2013.
- > Knowledge of contemporary professional nursing health care issues and mental health issues.
- > Working Knowledge and understanding of mental health information systems, including NOCC, CBIS.
- > Comprehensive understanding of the Mental Health Act and SA Civil Administrative Tribunal (SACAT)
- > Comprehensive knowledge of medication management.

- > Knowledge of best practice guidelines and evidence based therapy as it relates to the treatment of depression and anxiety related disorders.

2. DESIRABLE CHARACTERISTICS (to distinguish between applicants who meet all essential requirements)

Personal Abilities/Aptitudes/Skills

- > Ability to work within a team framework that fosters an environment that develops staff potential
- > Skills in using computers and software relevant to the area of practice.
- > Ability to analyse complex clinical data.
- > Ability to undertake presentations to community and professional groups.

Experience

- > Proven experience in basic computing skills, including email and word processing.
- > Experience with quality improvement methodologies for clinical activities
- > Experience in evaluating the results of nursing and or Midwifery research and integrating, where relevant, the results into nursing and or midwifery practice.
- > Experience in clinical management and leadership roles
- > Experience in a broad range of mental health clinical settings.
- > Recent experience as a MHN and CBT at a senior level

Knowledge

- > Awareness of the Charter of Health and Community Services rights.
- > Knowledge of the South Australian Public Health System.
- > Knowledge of research methodology and aspects of community orientated care.
- > Breadth and depth of knowledge base is sufficient to enable the person to act in the RN5 role as required.
- > A working understanding of accreditation and quality management processes.

Educational/Vocational Qualifications

- > Post Graduate or Masters Qualifications relevant to practice setting.
- > Tertiary qualifications in nursing or human services related discipline. (Masters in Mental Health Sciences (MHSc))
- > Qualifications in and experience in a Mental Health practice.
- > Qualifications in and experience in Cognitive Behavioural Therapy

Other Details

- > None listed

Organisational Overview

Our mission at SA Health is to lead and deliver a comprehensive and sustainable health system that aims to ensure healthier, longer and better lives for all South Australians. We will achieve our objectives by strengthening primary health care, enhancing hospital care, reforming mental health care and improving the health of Aboriginal people.

SA Health is committed to a health system that produces positive health outcomes by focusing on health promotion, illness prevention and early intervention. We will work with other government agencies and the community to address the environmental, socioeconomic, biological and behavioural determinants of health, and to achieve equitable health outcomes for all South Australians.

SA Health Challenges

The health system is facing the challenges of an ageing population, increased incidence of chronic disease, workforce strategies, and ageing infrastructure. The SA Health Strategic Plan has been developed to meet these challenges and ensure South Australians have access to the best available health care in hospitals, health care centres and through GPs and other providers.

Our Legal Entities

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health and Wellbeing. The Department for Health and Wellbeing is an administrative unit under the Public Sector Act 2009.

Governing Boards

The State Government is reforming the governance of SA Health, including from 1 July 2019 the establishment of 10 Local Health Networks, each with its own Governing Board.

Statewide	> Women’s and Children’s Health Network
Metropolitan	> Central Adelaide Local Health Network > Southern Adelaide Local Health Network > Northern Adelaide Local Health Network
Regional	> Barossa Hills Fleurieu Local Health Network > Yorke and Northern Local Health Network > Flinders and Upper North Local Health Network > Riverland Mallee Coorong Local Health Network > Eyre and Far North Local Health Network > South East Local Health Network

Southern Adelaide Local Health Network (SALHN)

SALHN provides care for more than 350,000 people living in the southern metropolitan area of Adelaide as well as providing a number of statewide services, and services to those in regional areas. More than 7,500 skilled staff provide high quality patient care, education, research and health promoting services.

SALHN provides a range of acute and sub-acute health services for people of all ages.

SALHN includes

- > [Flinders Medical Centre](#)
- > [Noarlunga Hospital](#)
- > [GP Plus Health Care Centres and Super Clinics](#)
- > [Mental Health Services](#)
- > Sub-acute services, including [Repat Health Precinct](#)
- > [Jamie Larcombe Centre](#)
- > [Aboriginal Family Clinics](#)



Code of Ethics

The Code of Ethics for the South Australian Public Sector provides an ethical framework for the public sector and applies to all public service employees; it sets out the **South Australian Public Sector Values** as:

- > **Service** – We proudly serve the community and Government of South Australia.
- > **Professionalism** – We strive for excellence.
- > **Trust** – We have confidence in the ability of others.
- > **Respect** – We value every individual.
- > **Collaboration & engagement** – We create solutions together.
- > **Honesty & integrity** – We act truthfully, consistently, and fairly.
- > **Courage & tenacity** – We never give up.
- > **Sustainability** – We work to get the best results for current and future generations of South Australians.

The Code recognises that some public sector employees are also bound by codes of conduct relevant to their profession.

Domestic and Family Violence

The Southern Adelaide Local Health Network (SALHN) recognises the devastating impact domestic or family violence can have on the lives, of those who experience abuse and are committed to supporting employees who experience domestic or family violence by providing a workplace environment that provides flexibility and supports their safety.

Role Acceptance

I have read and understand the responsibilities associated with the Nurse Consultant – IAPT Team Leader in the Division of Mental Health Services and organisational context and the values of SA Health as described within this document.

Name

Signature

Date