Government of South Australia
SA Health

ROLE DESCRIPTION

Role Title:	Mental Health Nurse		
Classification Code:	RN1	Position Number	
LHN/ HN/ SAAS/ DHW:	Central Adelaide Local Health Network (LHN)		
Hospital/ Service/ Cluster:			
Division:	Mental Health Clinical Program (MHCP)		
Department/Section / Unit/ Ward:			
Role reports to:	Nurse Unit Manager/Team Manager		
Role Created/ Reviewed Date:	25 September 2025		
Criminal and Relevant History Screening:	☐ Aged (NPC or DHS) ☐ Working With Children's Check (DHS) ☒ National Police Check (NPC)		
Immunisation Risk Category Requirements:	☒ Category A (direct contact with blood or body substances) ☐ Category B (indirect contact with blood or body substances) ☐ Category C (minimal patient contact)		

ROLE CONTEXT

Primary Objective(s) of role:

Nurses classified at this level provide nursing services in health service settings. Nurses working at this level develop from novice practitioners to a proficient level of professional practice. They consolidate knowledge and skills and develop in capability through continuous professional development and experience. At this level the nurse accepts accountability for their own standards of nursing care and for activities delegated to others. Within the framework of the National Mental Health Policy and National Standards and in a manner consistent with the stated vision and values of SA Health, the Nurse under the guidance of, or with access to a Level 2 / 3 Mental Health Nurse, uses the process of nursing to deliver direct and comprehensive nursing care and individual case management to consumers within a designated practice setting. The provision of education, counselling and group work is considered essential components of care which are directed towards the attainment of optimum consumer health and recovery. This involves consultation and liaison with other professional disciplines and non-governmental organisations.

Direct Reports:

- Professionally
  Accountable to the Nurse Lead, MHCP through the nursing structure.
- Functionally
  Accountable to the Nurse Lead through the Nurse Unit Manager or Team Manager.

Key Relationships/ Interactions:

Internal

- Personally accountable and responsible for safe, effective, nursing practice.
- Responsible for practice within own level of skills and contemporary knowledge base relevant to professional background.
- Responsible for providing support and guidance to newer and less experienced staff,
- Enrolled Nurses, student nurses and other workers providing basic nursing care.
- Engaging in professional development and maintenance of own clinical competence.
- Consulting and collaborating with other health care professionals both within the health service and the community to ensure optimal consumer outcomes.

External

- Developing and maintaining cooperative and productive working relationships with all members of the health care team and non-governmental organisations.

Challenges associated with Role:

Major challenges currently associated with the role include:

- Undertake quality assessments of consumers and develop, as part of a multi-disciplinary team, treatment plans to ensure regular flow of consumers through the service.
- Provide skilled mental health nursing care to consumers using recovery-based principles to address mental health, physical health and social needs using a strengths approach.
- Work collaboratively with other mental health units/teams, other agencies and wide health service.

Delegations:

Refer to the HR Delegations and Financial Delegations document

- **Staff supervised:** Direct Indirect

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Provide direct / indirect consumer care	• Assess individual consumer needs, plan, implement and / or coordinate appropriate service delivery from a range of accepted options including other disciplines or agencies. • Provide direct recovery-based nursing care and / or individual case management to consumers in a defined clinical area with increasing autonomy over time. • Plan and coordinate services with other disciplines or agencies in providing individual health care needs.
Support of health service systems	• Participate in quality improvement activities that contribute to consumer safety, risk minimisation and safe work activities within the practice setting. • Provide unit / team leadership as required on a shift-by-shift basis (a team leader is an RN assigned responsibility for supporting staff and coordinating consumer care). • Contribute to safe practices
Education	• Provide health promotion and education to consumers, groups and carers to improve the health outcomes of individuals. • Complete mandatory in-service programs. • Engaging in regular clinical supervision. • Support nursing practice and learning experiences for students undertaking clinical placements, orientation for new staff and preceptorship of graduates.
Research	• Participate in evaluative research activities within the practice setting. • Use foundation theoretical knowledge and evidenced based guidelines to achieve positive consumer care outcomes.
Professional Leadership	• Provide, with increasing capacity over time, support and guidance to less experienced staff, Enrolled Nurses, student nurses, graduate nurses and other workers providing care. • Review decisions, assessments and recommendations from less experienced Registered Nurses, Enrolled Nurses, students and graduates.
Commitment to consumer and carer participation	• Encouraging, promoting and supporting active participation of consumers and carers in service delivery at the individual treatment planning level and wider health service governance

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications:

- Registered as a Nurse with the Nursing & Midwifery Board of Australia and holds a current practising certificate.
- Hold a recognised qualification in mental health nursing or be working towards one

Personal Abilities/Aptitudes/Skills:

- Competency in clinical skills appropriate to the area.
- Demonstrated commitment to consumer and carer participation.
- Ability to use initiative and work under limited supervision.
- Ability to work collaboratively with consumers, carers, other agencies and community services.
- Ability to work in a team.
- Effective communication (verbal & written), organisation and time management skills.
- Ability to analyse, reflect and be objective.
- Demonstrated ability to plan, implement and evaluate mental health nursing care.

Experience:

- Demonstrated competence in mental health nursing practice in accordance with the appropriate standards of practice.
- Experience in basic computing skills.
- Demonstrated experience and skills in the areas of assessment, planning care, evaluation of care, provision of therapeutic interventions and understanding of group processes and counselling.

Knowledge:

- Knowledge and understanding of the Australian Nursing and Midwifery Council (ANMC) National Competencies for the Registered and Enrolled Nurse and Midwifes in Recommended Domains.
- Knowledge and understanding of the ANMC Code of Professional Conduct for Nurses in Australia and the Commissioner for Public Sector Employment Code of Ethics for the South Australian Public Sector.
- Knowledge and understanding of legislative responsibilities for Work Health and Safety, Workers Compensation and Rehabilitation and Equal Opportunity.
- Knowledge of contemporary mental health nursing and health care issues.
- Knowledge of community support services and referral processes.
- Knowledge of National Mental Health Strategy / Policy / Plan.
- Knowledge of National Quality Standards.
- Knowledge of the recovery framework.
- Knowledge of the emergency demand management principles.
- Familiarity with aspects of medication management including knowledge of relevant medications, indications, common dosages, side-affects, special precautions, drugs of abuse.

- Knowledge and understanding of relevant legislation, principles and codes of practice.
- Knowledge of equal opportunities, cultural diversity and Work, Health and Safety policies in the Government.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications:

- Post Graduate studies relevant to area of practice.

Personal Abilities/Aptitudes/Skills:

- Self-motivated and applies initiative to professional development requirement.
- Ability to prioritise workloads and manage own time effectively and efficiently.
- Demonstrate a willingness to consolidate and develop further skills.

Experience:

- Experience a broad range of mental health clinical settings.
- Experience in supervisory roles in clinical settings.

Knowledge:

- Knowledge of wider health industry.
- Beginning knowledge of research methodology and aspect of community orientated care.
- Knowledge of working effectively with community-based organisations.

Special Conditions:

NB Reference to legislation, policies and procedures includes any superseding versions.

- The incumbent will be required to work a 24-7 roster.
- The incumbent may be required to drive a government plate vehicle.
- The incumbent may be required to relieve in another area of the MHCP based on staffing and demands.
- May be required to directly supervise Enrolled Nurses, Graduate Nurses, TPPP and newer Mental Health Nurses.
- May be required to undertake higher duties.
- May be required to fulfil the role of shift coordinator.
- It is mandatory that no person, whether or not already working in SA Health, may be appointed to a position in SA Health unless they have provided a satisfactory current Criminal and Relevant History Screening, as required by the *SA Health Criminal and Relevant History Screening Policy Directive*.
- *For appointment in a Prescribed Position* under the *Child Safety (Prohibited Persons) Act (2016),* a current Working with Children Check (WWCC) is required from the Department for Human Services Screening Unit. For other positions, a satisfactory National Police Certificate (NPC) assessment is required.
- For *'Prescribed Positions'* under the *Child Safety (Prohibited Persons) Act (2016),* the individual's WWCCs must be renewed every 5 years from the date of issue; and for '*Approved Aged Care Provider Positions*' every 3 years from date of issue as required by the *Accountability Principles 2014* issued pursuant to the *Aged Care Act 1997* (Cth).
- Appointment is subject to immunisation risk category requirements. There may be ongoing immunisation requirements that must be met.
- 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 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.

General Requirements:

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

- *Work Health and Safety Act 2012 (SA)* maintaining your own health and safety and not place others at risk and comply with any reasonable instruction that is given to allow SA Health to comply with the WHS Act, 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 by the *Immunisation for Health Care Workers in South Australia Policy Directive.*
- Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- *Children and Young People (Safety) Act 2017* (SA) 'Notification of Abuse or Neglect'.
- Disability Discrimination.
- *Independent Commissioner Against Corruption Act 2012* (SA).
- *Information Privacy Principles Instruction.*
- 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.
- SA Health / CALHN / MHCP Policy and procedures.

General Requirements:

- To create an inclusive and responsive environment where Aboriginal and Torres Strait Islander consumers are welcomed, valued and respected for their cultural knowledge and lived experiences. Our commitment extends to enhancing culturally safe workplaces by investing in our Aboriginal and Torres Strait Islander workforce, aligning with the SA Health Aboriginal Workforce Framework.
- To elevate the cultural capability of our non-Aboriginal staff, ensuring they can drive meaningful improvements in the health system, policies, planning and practices. This ensures our services are responsive to the cultural needs identified by Aboriginal and Torres Strait Islander people.
- Applying the principles of the *South Australian Government's Risk Management Policy* to work as appropriate.

The SA Health workforce contributes to the safety and quality of patient care by adhering to the South Australian Charter of Health Care Rights, understanding the intent of the National Safety and Quality Health Service Standards and participating in quality improvement activities as necessary.

Performance Development:

The incumbent will be required to participate in the organisation's Performance Review and Development Program which will include a regular review of the incumbent's performance against the responsibilities and key result areas associated with their position and a requirement to demonstrate appropriate behaviours which reflect a commitment to SA Health values and strategic directions.

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.

White Ribbon:

SA Health has a position of zero tolerance towards men's violence against women in the workplace and the broader community. In accordance with this, the incumbent must at all times act in a manner that is non-threatening, courteous, and respectful and will comply with any instructions, policies, procedures or guidelines issued by SA Health regarding acceptable workplace behaviour.

Resilience:

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

Organisational Context

Organisational Overview:

At CALHN we are shaping the future of health with world-class care and world-class research. This is fundamental in assisting us to achieve our vision of becoming one of the top five performing health services in Australia and one of the top 50 performing health services in the world within five years.

We are part of SA Health, which is the brand name for the public health system. As a system SA Health's mission 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.

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.

The legal entities include but are not limited to the Central Adelaide Local Health Network Inc., Northern Adelaide Local Health Network Inc., Southern Adelaide Local Health Network Inc., Women's and Children's Health Network Inc., Barossa Hills Fleurieu Local Health Network Inc., Eyre and Far North Local Health Network Inc., Flinders and Upper North Local Health Network Inc., Limestone Coast Local Health Network Inc., Riverland Mallee Coorong Local Health Network Inc., Yorke and Northern Local Health Network Inc.and SA Ambulance Service Inc.

SA Health Challenges:

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

Central Adelaide Local Health Network:

Established in July 2011, CALHN is one of five Local Health Networks (LHNs) in South Australia and we are accountable to the Central Adelaide Local Health Network Governing Board. Our board has oversight of our strategy, risk management, governance and performance, and works with our Chief Executive Officer to provide strategic direction for our network.

CALHN is responsible for the following health services:

- Royal Adelaide Hospital (RAH)
- The Queen Elizabeth Hospital (TQEH)
- Hampstead Rehabilitation Centre (HRC)
- St Margaret's Rehabilitation Hospital (SMRH)
- Glenside Health Service (GHS) Psychiatric Intensive Care Unit, Inpatient Rehabilitation Services and Acute beds only
- Adelaide Dental Hospital (ADH)
- Brain and Spinal Cord Injury Services located at the Repat Health Precinct

CALHN also has governance over numerous community mental health and primary health services including Prison Health Service, SA Dental Service and DonateLife SA. Of note also is governance of the Statewide Clinical Support Services (SCSS) including SA Medical Imaging (SAMI), SA Pathology SA Pharmacy and BreastScreenSA, responsibility of which has vacillated between CALHN and DHW over the past few years.

CALHN is one of three metropolitan LHNs and its core population is approximately 390,000 people. CALHN also provides services to patients from other SA networks, rural and remote areas, the Northern Territory, NSW (Broken Hill) and western parts of Victoria. These services usually relate to complex services such as head and neck cancer, radiation therapy, cardiac surgery, spinal surgery or rehabilitation.

CALHN's purpose is to deliver quality and sustainable healthcare. While the delivery of high-quality patient care is our number one priority, underpinning our goals is good governance, improved patient experience, business operations, efficiency and financial performance and more accountable and contemporary ways of working.

To find out more about CALHN, visit centraladelaide.health.sa.gov.au

Values

Central Adelaide Local Health Network Values

Our values, together with our vison and ambitions provide direction for everything that happens across our network. They outline who we are, what we stand for, what our consumers and their families can expect from us and what we can expect from each other. They guide our decisions and actions.

Values	Behaviours
People first	– I am there for my patients and colleagues when they need me most. – I put myself in my patients and colleagues shoes to understand their needs. – I go out of my way to make sure my patients and colleagues achieve the best outcome and have a great experience. – I respect uniqueness in my colleagues, our patients and their families.
Ideas driven	– I look and listen to ensure I fully understand the problem and find a solution. – I look for ways to break-down barriers and silos to hear new perspectives and solve complex problems. – I invest in my own learning and look for opportunities to explore and introduce new ideas. – I am interested in critical research and how it informs creative thinking.
Future focussed	– I embrace leading practices and use them to evolve our ways of working. – I lead and support change to improve patient and organisational outcomes. – I am constantly on the look-out for opportunities to improve.
Community minded	– I put my hand up to lead work that matters. – I am accountable and focused on value. – I value and champion diversity. – I embrace collaboration and constructive partnerships.

SA Health Values

The values of SA Health are used to indicate the type of conduct required by our employees and the conduct that our customers can expect from our health service:

- We are committed to the values of integrity, respect and accountability.
- We value care, excellence, innovation, creativity, leadership and equity in health care provision and health outcomes.
- We demonstrate our values in our interactions with others in SA Health, the community, and those for whom we care.

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.

- Democratic Values - Helping the government, under the law to serve the people of South Australia.
- Service, Respect and Courtesy - Serving the people of South Australia.
- Honesty and Integrity - Acting at all times in such a way as to uphold the public trust.
- Accountability - Holding ourselves accountable for everything we do.
- Professional Conduct Standards - Exhibiting the highest standards of professional conduct.

As a public sector employee, you have a responsibility to maintain ethical behaviour and professional integrity standards. It is expected that you act in accordance with the Code of Ethics, and contribute to a culture of integrity within SA Health.

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

Role Acceptance

Employee Acceptance

I have read and understood the responsibilities associated with role, the organisational context and the values of SA Health as outlined within this document.

Name: **Signature:** **Date:**

Approvals

Role Description Delegate Approval

I acknowledge that the role I currently occupy has the delegated authority to authorise this document.

Name: **Role Title:**

Signature: **Date:**

Version control and change history

Version	Date from	Date to	Amendment
V1	10/02/17	09/04/17	Original version.
V2	10/04/17	04/07/17	Safety & Quality statement in General Requirements.
V3	04/07/17	10/07/18	Minor formatting with order of information amended.
V4	11/07/18	26/03/19	Updated legal entities for Minister and Department title on Page 7. Updated Immunisation Guidelines to Policy Directive under general requirements.
V5	27/03/19	04/06/19	Added categories for immunisation requirements on front page.
V6	05/06/19	25/06/19	Updated changes to the Criminal Relevant History and Screening.
V7	26/09/19	09/06/20	Updated legal entities to include new regional LHN's.
V8	10/06/2020	03/05/2021	Update Risk Management Statement
V9	04/05/21		Inclusion of integrity statement under Code of Ethics on Page 6
V10	08/12/2023	03/12/2024	Updated wording for Approvals section
V11	04/12/2024		Strengthened General Requirement statement and the inclusion of a cultural statement/commitment