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## SA Health Job Pack

Job Title	Senior Psychologist - Forensic Court Services
Eligibility	Open to Everyone
Job Number	696424
Applications Closing Date	28 February 2020
Region / Division	NALHN – Northern Adelaide Mental Health Service
Health Service	Forensic Court Services
Location	James Nash House
Classification	AHP3
Job Status	Temporary Part-Time – 18.5 hours per week, up to the 30 June 2020
Salary/Total Indicative Remuneration	\$108,448 - \$116,253 p.a. (pro-rata)

## Contact Details

Full name	Tim Connell
Phone number	74255263
Email address	Tim.connell2@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 Communities and Social Inclusion (DCSI) 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](http://www.sahealth.sa.gov.au/careers) - see Career Information, or by referring to the nominated contact person below.

## Immunisation

### **Risk Category C (minimal patient contact)**

- 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 C (minimal patient contact). [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





## ROLE DESCRIPTION

<b>Role Title:</b>	Senior Psychologist (Clinical Practitioner)
<b>Classification Code:</b>	AHP3
<b>LHN/ HN/ SAAS/ DHA:</b>	Northern Adelaide Local Health Network
<b>Hospital/ Service/ Cluster</b>	
<b>Division:</b>	SA Forensic Mental Health
<b>Department/Section / Unit/ Ward:</b>	Inpatient
<b>Role reports to:</b>	Team Leader
<b>Role Created/ Reviewed Date:</b>	
<b>Criminal History Clearance Requirements:</b>	<input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child- Prescribed (DCSI) <input checked="" type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)
<b>Immunisation Risk Category</b>	<input type="checkbox"/> Category A (direct contact with blood or body substances) <input type="checkbox"/> Category B (indirect contact with blood or body substances) <input checked="" type="checkbox"/> Category C (minimal patient contact)

## ROLE CONTEXT

### Primary Objective(s) of role:

The Senior Clinical Psychologist works within a multi-disciplinary team and is responsible for the provision of a clinical psychology service involving the establishment and monitoring of quality assurance procedures, program evaluation and the design and direct provision of psychology assessment and treatment services.

The Senior Clinical Psychologist provides specialist advice, assistance, and consultancy services to Forensic Mental Health Services staff.

The Senior Clinical Psychologist may be delegated to provide orientation, supervision and support to staff, provisional psychologists and volunteers.

The Senior Clinical Psychologist will contribute to the development of service aims and objectives and participate in the development and maintenance of relationships with key partners in government and non-government services.

The Senior Clinical Psychologist will contribute to research and evaluation of psychological practice and promote new information and development in the field of psychology.

### Direct Reports:

> Nil

### Key Relationships/ Interactions:

- > The Senior Clinical Psychologist works collaboratively with Allied Health multi-disciplinary team and liaises with providers of NALHN and other community agencies.
- > Establish, develop and maintain a leadership role in professional networks to promote best practice in service provision
- > Receives professional supervision through the Principle Psychologist Northern Mental Health.

### Challenges associated with Role:

Major challenges currently associated with the role include:

- > Dealing with multiple risk issues, e.g., violent offenders being unhappy with incumbent's report recommendations (e.g., for long delay of release) and consequently seeking retribution against the report author (i.e., the incumbent) ; balancing prospect of offender rehabilitation in the community with protection of the community.
- > Meeting time frames and deadlines for report completion set by others, e.g., the court system
- > Conducting assessment of offenders who will attempt to deceive, possibly with complex presentations
- > Some of the offenders will have high public profiles, and the offending may be extreme, which would add to challenges listed above

#### **Delegations:**

- > HR Delegations: Nil
- > Finance Delegations: Nil

#### **Resilience:**

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

#### **Performance Development**

The incumbent will be required to participate in the organisation's Performance Review & 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.

#### **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) 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 Guidelines for Health Care Workers in South Australia 2014.*
- > *Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).*
- > *Children's Protection Act 1993 (Cth) – '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.*
- > *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.*

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.

### 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.

### Cultural Commitment:

NALHN welcomes and respects Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. In acknowledgement of this, NALHN is committed to increasing the Aboriginal and Torres Strait Islander Workforce.

### 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 Criminal and Relevant History Screening.
- > Appointment is subject to immunisation risk category requirements (see page 1). There may be ongoing immunisation requirements that must be met.
- > *Prescribed Positions* under the *Children's Protection Act (1993)* must obtain a satisfactory Criminal and Relevant History 'child-related' employment screening through the Screening and Licensing Unit, Department for Communities and Social Inclusion.
- > Criminal and Relevant History Screening must be renewed every 3 years thereafter from date of issue for 'Prescribed Positions' under the *Children's Protection Act 1993* or 'Approved Aged Care Provider Positions' as defined under the *Accountability Principles 2014* pursuant to the *Aged Care Act 2007* (Cth).
- > 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.

## Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
<p><b>Responsible, in consultation with the Team Leader, for the development and provision of high quality psychology services that are patient centred and maximise functional / health outcomes including:</b></p>	<ul style="list-style-type: none"> <li>&gt; Providing leadership, consultancy and advice to management and other health professionals on service delivery, development and practice within psychology services</li> <li>&gt; Developing, reviewing and evaluating clinical protocols, policies, procedures and resources within a best practice framework within a service stream</li> <li>&gt; Actively participating in and / or co-ordinating multi-disciplinary service team projects, quality activities, research and evaluation programs within the site and / or region</li> <li>&gt; Coordinating continuous quality improvement, research and / or service development activities to improve services and ensure quality patient outcomes</li> <li>&gt; Collection and entry of required data sets, and participating in the review and evaluation of this as required.</li> <li>&gt; Management and maintenance of equipment and supplies in a cost effective manner</li> <li>&gt; Acting as a resource in their area of expertise</li> </ul>
<p><b>Provide highly skilled clinical psychology services to maximise functional health outcomes of inpatients and outpatients including:</b></p>	<ul style="list-style-type: none"> <li>&gt; Assessing and implementing intervention / treatment programs that reflect best practice guidelines</li> <li>&gt; Ensuring documentation is consistent with service policy and practice</li> <li>&gt; Providing information to patients, families, carers and community services</li> <li>&gt; Undertaking comprehensive discharge planning in conjunction with other team members</li> <li>&gt; Maintaining and developing clinical and professional knowledge and skills</li> </ul>
<p><b>Contribute to the effective management of human resources within psychology services, including:</b></p>	<ul style="list-style-type: none"> <li>&gt; Participating in the recruitment and selection of staff</li> <li>&gt; Implementing staff orientation programs, development plans and training programs</li> <li>&gt; Providing professional clinical supervision and contributing to the education activities of other health professionals within the area of psychology</li> <li>&gt; Conducting performance management of designated staff, including career planning and development</li> <li>&gt; Contributes to patient safety and quality by adhering to the Australian Charter of Health Care Rights, understanding the intent of the Australian National Safety &amp; Quality Health Service Standards and participating in quality improvement activities as necessary.</li> </ul>
<p><b>Contribute to the educational and research culture of psychology services, including:</b></p>	<ul style="list-style-type: none"> <li>&gt; Undertaking clinical training and educational activities including the development of training resources</li> <li>&gt; Liaising with educational providers regarding educational outcomes of clinical placements</li> <li>&gt; Providing training and supervision to students on placement</li> <li>&gt; Acting as a mentor and clinical supervisor</li> <li>&gt; Participating in appropriate interdisciplinary projects, quality activities, research and evaluation programs</li> <li>&gt; Conducting education sessions for a range of staff within the division</li> </ul>
<p><b>Contribute to the delivery and management of efficient work practices and a culture of continued quality improvement, including:</b></p>	<ul style="list-style-type: none"> <li>&gt; Participating in, and facilitating the delivery of, collaborative team work and effective continuous learning and professional development</li> <li>&gt; Actively participating in continuous Quality Improvement activities, including the identification of performance standards and increased efficiencies</li> <li>&gt; All employees are responsible and accountable for keeping accurate, legible and complete records of their activities.</li> <li>&gt; Adhering to the principles of the National Standards for Mental Health Services</li> </ul>

## **Knowledge, Skills and Experience**

### **ESSENTIAL MINIMUM REQUIREMENTS**

#### **Educational/Vocational Qualifications**

- > Appropriate Degree (Psychology) or equivalent qualification recognised by the PsyBA; and,
- > General registration with the Psychology Board of Australia; and,
- > An endorsed area of practice ie. Clinical, Forensic, Health or Clinical Neuropsychology.

#### **Personal Abilities/Aptitudes/Skills:**

- > An ability to manage to the spirit and principles of the premier's safety Commitment and the legislative requirements of the *Work Health and Safety Act 2012* (SA), utilising AS/NZS ISO 31000:2009 Risk Management- Principles and Guidelines, or to an equivalent set of standards
- > Demonstrated high level competency and extensive knowledge in generic mental health and disciplinary specific assessment and treatment with a broad range of psychology clinical skills
- > Demonstrated high level interpersonal skills including negotiation, consultation and conflict resolution skills
- > Demonstrated ability to establish and maintain effective networks and partnerships with a broad range of culturally diverse clients and stakeholders, including patients and their families, community services / agencies and other service providers, within a multi-disciplinary setting
- > Demonstrated high level verbal and written communication skills including the ability to prepare concise, accurate and timely clinical reports and data
- > Demonstrated skills and abilities in leadership; supervision of staff; flexibility; working independently and within an inter-disciplinary team; managing variable workloads and competing priorities; and adapting to changing service provision needs
- > Demonstrated ability to perform the physical demands of the position and to utilise sound manual handling practices
- > Demonstrated commitment to improve personal and professional skills through self-directed learning and evaluation in line with NALHN objectives
- > Proven ability in basic computing skills, including email and word processing

#### **Experience**

- > Extensive experience in clinical management within the acute service area, including program evaluation and service development, combined with a broad base of experience in psychology practice
- > Demonstrated experience in the effective development, implementation and evaluation of departmental policies and procedures relevant in a hospital setting
- > Demonstrated experience in the use of Microsoft Office (including Word and Excel) and database packages

#### **Knowledge**

- > Understanding of Work Health and Safety principles and procedures
- > Understanding of the Australian National Safety & Quality Health Service Standards
- > Knowledge of continuous quality Improvement principles and method

### **DESIRABLE CHARACTERISTICS**

#### **Personal Abilities/Aptitudes/Skills:**

- > Demonstrated commitment to excellence and innovation in work practices

#### **Experience**

- > Previous experience working within SA Health

#### **Knowledge**

- > Understanding of the role of the Forensic Mental Health Service
- > Knowledge of the South Australian Justice portfolio.

## Organisational Context

### 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

### Our Legal Entities:

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health, the Minister for Ageing, and the Minister for Mental Health and Substance Abuse. The Department for Health and Ageing 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., Country Health SA 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.

### Health Network/ Division/ Department:

The implementation of the National Health Reform in 2011 saw the establishment of five Local Health Networks across SA intended to promote, maintain and restore the health of the communities they serve.

The Northern Adelaide Local Health Network (LHN) provides care for around 341,000 people living in the northern metropolitan area of Adelaide as well as providing a number of state-wide services, and services to those in regional areas. More than 3,800 skilled staff provide high quality patient care, education, research and health promoting services.

The Northern Adelaide Local Health Network (NALHN) provides a range of acute and sub acute health services for people of all ages and covers 16 Statistical Local Areas and four Local Government Areas (one of which crosses the Central Adelaide Local Health Network) and includes the following:

- Lyell McEwin Hospital
- Modbury Hospital
- Sub-Acute
- GP Plus Health Care Centres and Super Clinics
- Aboriginal Health Care Services
- Mental Health Services (including two Statewide services – Forensics and Older Persons)

NALHN offers a range of primary health care services across the northern metropolitan area of Adelaide, with a focus on providing preventive and health promoting programs in the community, and transition and hospital substitution and avoidance programs targeted at chronic disease and frail aged.

Clinical leadership of care systems is central to the current national and state wide health reforms. NALHN care delivery is configured within clinical divisions that are patient-focused, clinically led groupings of services. Clinical Divisions are responsible for managing service delivery activities across NALHN campuses and units, bringing together empowered experts to directly make relevant decisions.

NALHN Mental Health Division (MHD) provides a number of services to the adult population living within the NALHN Mental Health boundaries. The MHD covers inpatient and community services and includes:

- > NALHN Adult Community and Inpatient Mental Health Services
- > Older Persons Mental Health Service and State-wide Older Persons Mental Health Service
- > Statewide Forensic Service

## Values

### 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.

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

## Approvals

### Role Description Approval

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

**Name:**

**Role Title:**

**Signature:**

**Date:**

## Role Acceptance

### Incumbent 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:**