



ROLE DESCRIPTION

Role Title:	Consultant Psychiatrist (generic)		
Classification Code:	MDO2	Position Number	
LHN/ HN/ SAAS/ DHW:	Central Adelaide Local Health Network (LHN)		
Hospital/ Service/ Cluster:	RAH, TQEH, Glenside, OPMHS Community, West & East Adult Community		
Division:	Mental Health Clinical Program		
Department/Section / Unit/ Ward:	Mental Health Clinical Program		
Role reports to:	Medical Lead, Mental Health Clinical Program		
Role Created/ Reviewed Date:	May 2024		
Criminal and Relevant History Screening:	<input type="checkbox"/> Aged (NPC or DHS) <input checked="" type="checkbox"/> Working With Children's Check (DHS) <input checked="" type="checkbox"/> National Police Check (NPC)		
Immunisation Risk Category Requirements:	<input checked="" type="checkbox"/> Category A (direct contact with blood or body substances) <input type="checkbox"/> Category B (indirect contact with blood or body substances) <input type="checkbox"/> Category C (minimal patient contact)		

ROLE CONTEXT

Primary Objective(s) of role:

The psychiatrist is an appropriately qualified medical professional who has the clinical experience, knowledge and skills to assume a clinical leadership role within the mental health service and contribute to the provision of safe, best practice based, cost effective consumer focused clinical services.

The psychiatrist is required to:

- Provide clinical services of the highest possible standard to mental health consumers, both in terms of individual performance and by clinical leadership and contribution to a multidisciplinary approach to the delivery of patient care.
 - Provide a professional medical service in accordance with Mental Health Clinical Program, CALHN and relevant Chief Psychiatrist policy manuals and documents, and with the professional standards of the Royal Australian and New Zealand College of Psychiatrists.
 - Be actively involved in teaching and supervision of RANZCP registrars, trainee medical officers and medical students and, where appropriate, nursing and allied health.
 - Participate in clinical audit and quality, safety and clinical risk management activities.
 - Participate in research and continuous medical education activities.
- > Participation in an on call roster and out of hours work will be required

Direct Reports:

The psychiatrist reports directly to the relevant Head of Unit on a daily operational basis and the Medical Lead for all professional and governance matters. The psychiatrist is responsible for the supervision of junior medical officers and medical students, and with the Nurse Unit Manager (for inpatient settings) jointly supervises nurse practitioners and nurse practitioner candidates.

Key Relationships/ Interactions:
<u>Internal</u> <ul style="list-style-type: none">• Required to work collaboratively on a daily basis with nursing, allied health, other doctors and other health professionals and administrative staff within the CALHN for matters relating to Mental Health Services.• A required active member of internal review committees and other committees/working parties as directed by senior management, and where a representative of the Mental Health Service is required. <u>External</u> <ul style="list-style-type: none">• Developing and maintaining cooperative and productive working relationships with all members of the wider Central Adelaide Local Health Network (CALHN) medical workforce.• May be required to attend external meetings as a representative of Mental Health Services across Central Adelaide Local Health Network.

Challenges associated with Role:
Major challenges currently associated with the role include: <ul style="list-style-type: none">• Being flexible to move between teams and roles• Balancing clinical practice requirements and resource constraints.• Managing multiple responsibilities within Mental Health community and acute services.• Ongoing development and improvement of service delivery and models of care.

Delegations:
Delegated Level N/A Staff supervised: Direct supervision of junior medical officers

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Contribute to the provision of safe, high quality, best practice-based, consumer focussed clinical services by:	<ul style="list-style-type: none"> • Providing a consultant/specialist led service model to consumers • Maintaining a high level of knowledge of the Mental Health Act and the lawful and ethical application of the Act to consumer care • Providing a specialist opinion on consumers referred for consultation. • Coordinating the follow up of care to consumers. • Providing clinical leadership to facilitate and support a team approach to the provision of clinical services. • Contributing to an after-hours on call service in accordance with a roster agreed by the Head of Unit and the Medical Lead. • Overseeing the smooth functioning of the clinical area when on shift. • Assigning and supervising the clinical practice of allocated trainee medical practitioners and medical students. • Ensuring the appropriate documentation of clinical care in the medical records and ensuring the timely provision of discharge summaries, written specialist opinions and requested medical reports. • Participating in administrative activities associated with the provision of clinical services. • Have admitting rights within mental health. • Providing line management responsibilities where applicable. • Assisting the Head of Unit in planning and organising the delivery of clinical services. • Fostering the development of community networks, particularly working collaboratively with all other teams in the mental health program. • Ensuring that patients and families are given adequate information upon which to base treatment decisions and follow up <p>Being responsive to complaints from consumers and their relatives.</p>
Commitment to continuous service improvement by:	<ul style="list-style-type: none"> • Participating in the development of clinical guidelines and protocols • Attending and participating in clinical, service and departmental meetings • Participating in departmental peer review and audit activities • Continuously reviewing existing practices and promoting change where required • Participating in quality programs undertaken by SA Health • Participating in the identification and minimisation of risk within the clinical and work environment • Using facilities, equipment and supplies in the most cost-efficient manner

	<ul style="list-style-type: none"> Contributing to case mix management by ensuring that appropriate practices are in place to ensure the timely coding of required data
Commitment to personal and professional development by:	<ul style="list-style-type: none"> Attending conferences to maintain and enhance knowledge Participating in programs designed to provide personal growth and development Participating in and complying with College based programs directed towards maintaining the highest standards of professional care Participate in annual performance review
Commitment to the provision of multidisciplinary approach to clinical care by:	<ul style="list-style-type: none"> Working harmoniously with all members of the clinical team Being responsive to the expectations and needs of both clinical and non-clinical colleagues
Research, Teaching and Training	<ul style="list-style-type: none"> Conducting research Participating in the research discussions Contributing to the supervision of postgraduate students Providing appropriate direction and supervision to registrars, resident medical officers and interns Acting as a role model and mentor for medical students, registrars, resident medical officers and interns Participating in the education of registrars, resident medical officers, interns and students Contribute to the training of other health professionals
Contribute to activities that ensure the safety and quality of clinical services by:	<ul style="list-style-type: none"> Monitoring the work unit's key performance indicators and working with the Head of Unit to identify areas for improvement, and develop and implement strategies to support improvement Evaluating of clinical processes and service outcomes, including patient safety, identifying possible areas for improvement and implementing the required changes Maintaining an awareness of risk in the clinical environment Contributing directly to incident reviews, including when requested to respond SLS reviews Actively supporting and contributing to risk management initiatives Reporting sentinel events, potential medical negligence claims and adverse patient incidents Adhering to and supporting practices that ensure all rights are respected in accordance with the Mental Health Act and other relevant legislation Involving consumers and carers in care planning to the greatest possible extent Investigating and responding to consumer complaints in a positive, constructive manner Maximising the participation of consumers and carers in service planning and evaluating activities

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications:

- Bachelor of Medicine; Bachelor of Surgery (MBBS) or equivalent
- Appropriate specialist qualifications and registrable with the Medical Board of Australia as a Medical Practitioner with Specialist registration.
- Fellow of the Royal Australian and New Zealand College of Psychiatrists
- Demonstrated ongoing participation in continuing professional development since attaining specialist qualification.

Personal Abilities/Aptitudes/Skills:

- Demonstrated high standard of clinical practice in Mental Health.
- Demonstrated professional integrity, leadership and motivational skills.
- Ability to work constructively with nursing, allied health and other medical staff.
- Demonstrated commitment to quality improvement.
- Effective interpersonal communication skills.
- Ability to work independently and exercise a high level of professional judgement and medical competence in a multidisciplinary setting.
- Respect for the rights and responsibilities of patients and their carers
- Ability to organise work priorities in planning, development and implementation of tasks in meeting deadlines.
- Demonstrate a flexible approach to working within a multidisciplinary team
- Ability to motivate and create positive working relationships with other staff

Experience:

- Experience in quality improvement activities.
- Experience in using Information and Communications Technology in clinical care of consumers.
- Experience with the supervision and teaching of undergraduate and postgraduate medical staff
- Clinical experience relevant to work in a public Mental Health Service.
- Proven experience in basic computing skills including email and word processing

Knowledge:

- Knowledge of National and State Mental Health plans and policies.
- Understanding of the rights and responsibilities of consumers and their families.
- Knowledge of recovery-based practice
- Knowledge of training and educational requirements for psychiatry trainees.
- A knowledge of Health, Safety and Welfare principles and procedures
- A knowledge of Equal Employment Opportunity principles
- A knowledge of the Code of Fair Information Practice
- A knowledge of the policy on Bullying and Harassment
- Working knowledge of Microsoft Office applications

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications:

- Advanced training certificate in sub-speciality psychiatric practice
- MD or PhD or other higher degree in an appropriate field.
- Demonstrated participation in continuing medical education since attaining specialist qualification.
- Completion of accredited course on Electroconvulsive Therapy.

Personal Abilities/Aptitudes/Skills:

- Demonstrate a flexible approach to working within a multidisciplinary team
- Ability to motivate and create positive working relationships with other staff

Experience:

- Experience at a senior level of professional practice.
- Experience in a variety of settings working with a range of populations including Aboriginal and Torres Strait Islander people, and culturally and linguistically diverse communities would be an advantage.
- Experience in research

Knowledge:

- Knowledge of the Public Health System
- Knowledge of evidence-based medicine and best practice principles
- A sound clinical knowledge of Mental Health Service practices
- An understanding of budgetary requirements affecting the health system

Special Conditions:

- > 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.
- > 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.

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 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) Inpatient Rehabilitation Services and Acute beds only
- > Adelaide Dental Hospital (ADH)

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 vision 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

People first

Behaviours

- 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.

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: