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SA Health Job Pack

Job Title	Psychiatry Consultant
Eligibility	Open to Everyone
Job Number	688134
Applications Closing Date	26 July 2019
Region / Division	Southern Adelaide Local Health Network
Health Service	Mental Health Services
Location	Various Locations – Bedford Park, Noarlunga Centre & Glenside
Classification	MD2
Job Status	Multiple Vacancies: Full Time Part Time Temporary & Permanent
Total Indicative Remuneration	\$320,714 - \$594,484 p.a. (pro rata)

Contact Details

Full name	Prof. Malcolm Battersby, Clinical Director, Mental Health Services
Phone number	(08) 8404 2604
Email address	Malcolm.battersby@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:

- ☒ Child Related Employment Screening – **DCSI**
- ☒ 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



Southern Adelaide Local Health Network (LHN) JOB AND PERSON SPECIFICATION (NON-MANAGERIAL)

Role Title:	Psychiatry Consultant
Classification Code:	MD2 Level 1-9
LHN/ HN/ SAAS/ DHA:	SOUTHERN ADELAIDE LOCAL HEALTH NETWORK
Hospital/ Service/ Cluster	FMC/ NHS/JAMIE LARCOMBE CENTRE
Division:	Mental Health Services
Department/Section / Unit/ Ward:	
Role reports to:	Operationally and Clinically: Head of Unit Professionally: Clinical Director SALHN Mental Health
Role Created/ Reviewed Date:	Updated August 2018
Criminal History Clearance Requirements:	<input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child- Prescribed (DCSI) <input checked="" type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)
Immunisation Risk Category:	<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)

JOB SPECIFICATION

Primary Objective(s) of role:

Mental Health Services is a division of the Southern Adelaide LHN, providing a range of inpatient and community mental health services to the population of the southern metropolitan area of Adelaide based on key directions and planning derived from federal, state and local policy and priorities.

The Consultant Psychiatrist will provide quality psychiatric assessment and treatment services as a member of a multi-disciplinary team approach to the treatment and support of consumers with a range of psychiatric, behavioural and emotional problems in a range of settings. This will include acute assessment and treatment, clinical supervision of staff, ensuring that the service is consumer focussed and accessible, supporting the training and development of staff within the services and contributing to the improvement of safety and quality of services.

Direct Reports:

- Responsible to the Clinical Director for their clinical and professional practice
- Reports to the Head of Unit for clinical outcomes and organisational requirements
- Supervision of Psychiatric registrars, medical officers and interns
- Maintains close working relationships with other members of the clinical and operational team

Key Relationships/ Interactions:

Internal

- Maintains close working relationships with other members of the clinical and operational team.

External

- Maintains close working relationships with external stakeholders and agencies including primary care and consumer organisations.

Challenges associated with Role:

Major challenges currently associated with the role include:

- Complex clinical cases with multiagency involvement
- Team structure, leadership and developing and maintaining contemporary models of care.

Delegations: (as defined in SALHN instruments of delegations)

Financial	N/A
Human Resources	N/A
Procurement	N/A

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, Policies and Procedures 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 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'.
- 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.

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 *Children's Protection Act (1993)* must obtain a satisfactory Background Screening and National Criminal History Clearance through the Screening and Licensing Unit, Department for Communities and Social Inclusion.
- Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue for 'Prescribed Positions' under the *Children's Protection Act 1993* (Cth) or 'Approved Aged Care Provider Positions' as defined under the *Accountability Principles 1998* made in 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.
- Job and Person Specifications are reviewed regularly as part of the ongoing Performance Development process.
- Some out of hours work may be required.
- Support values consistent with the aims of SA Health and the LHN, including honesty, respect and integrity.
- May be required to undertake a health assessment prior to commencement.
- Appointment and ongoing employment is subject to immunisation requirements as per Risk Category identified on page 1.

STATEMENT OF KEY OUTCOMES AND ASSOCIATED ACTIVITIES

Service Delivery

Provide a high quality clinical service to patients and maintain a consumer focus in service delivery by:

- Attending to the clinical needs of assigned patients
- Coordinating follow up care of patients
- Participating in on-call roster as required
- Maintaining clinical records to a standard agreed to by Mental Health Services and SALHN
- Communicating effectively with care providers, particularly general practitioners and private sector Psychiatrists, to promote continuity of care for both in- and outpatients
- Participating in and contribution to the multi-disciplinary team care provision
- Creating and maintaining an environment which supports patient rights and responsibilities
- Providing adequate information to patients and their families and/or carers to promote informed decision making
- Being responsive and supportive to patient feedback and complaints

Service Development

Support and demonstrate a commitment to continuous service improvement by:

- Participating in an annual process for performance development
- Participating in Quality Assurance activities
- Undertaking training and development activities as required
- Participating in service improvement and planning activities

Education and Research

Provide appropriate support, direction and training to the team by:

- Participating in education opportunities as appropriate
- Participating in the education and training of other professional groups within Mental Health Services as appropriate
- Participating in and promoting research as appropriate

Medical Leadership

Provide appropriate support, direction and training to junior medical officers, registrars and undergraduate students by:

- Providing appropriate direction and supervision to medical officers in consultation with the Head of Unit

Quality Improvement

Contribute to the clinical governance arrangements of Mental Health Services by:

- Attending and participating in clinical meetings
- Continuously reviewing existing practice
- Advocating for change as required
- Participating in College based programs directed toward improving standards of care
- Participating in Mental Health Services quality management processes
- Ensure that a culture of continually improving performance is integrated through all levels of the service including a proactive approach to program review, development of new initiatives and research activities

Staff Development and Academic Teaching

Participate in a high quality professional development and teaching program for all staff

Contribute to a safe and healthy work environment, free from discrimination and harassment by working in accordance with legislative requirements, the Code of Ethics for the South Australian Public Sector and departmental human resource policies, including WHS requirements.

Commitment to achieving and complying with National Safety & Quality Health Service Standards.

Acknowledged by Occupant: _____ Date: ____/____/____

PERSON SPECIFICATION

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 (Psychiatry); or another qualification as defined in the SA Medical Officers Award
-

Personal Abilities/Aptitudes/Skills

- Ability to demonstrate, foster and lead respectful behaviour
 - Evidence of self-motivation with minimal direction
 - Ability to work with a wide variety of people
 - Ability to support and encourage team work
 - Ability to identify service deficits and implement strategies to improve the quality of clinical services to patients, families and others
 - Ability to develop health promotion and prevention services in addition to direct clinical services
 - Able to communicate clearly both in writing and verbally
 - Ability to represent the service in liaison with other services and agencies
 - Evidence of personal flexibility and a high tolerance for change within a complex environment
 - Proven ability to manage time effectively and to take on a variety of tasks
 - Demonstrated ability to reflect on and evaluate own performance
 - Commitment to the implementation of national and state mental health reform agendas
 - Proven commitment to the principles and practise of:
 - EEO, Ethical Conduct, diversity and WHS;
 - Quality management and client oriented service;
 - Risk management.
-

Experience

- Broad clinical experience in adult psychiatric practice
-

Knowledge

- Demonstrated knowledge and understanding of contemporary psychiatric practice
 - Specialist knowledge of community and inpatient mental health service provision
 - Knowledge of mental health and relevant legislation
 - Capacity to implement Quality Assurance Practices
 - Understanding of Work Health Safety principles and procedures
 - Understanding of Quality Management principles and procedures
 - Understanding of Delegated Safety Roles and Responsibilities
 - Awareness of National Safety and Quality Health Service Standards
-

DESIRABLE CHARACTERISTICS

Personal Abilities/Aptitudes/Skills

- Ability to apply theoretical models and concepts to improve clinical systems
-

Experience

- Experience in the training of undergraduate medical students
 - Experience in registrar supervision
 - RANZCP accreditation as a Trainee Supervisor
 - Experience across a range of clinical settings
 - Demonstrated experience in conducting research and publishing in peer reviewed journals
 - Proven experience in basic computing skills, including email and word processing
-

Knowledge

- Awareness of the Charter of Health and Community Services rights.
-

Educational/Vocational Qualifications

- Has a qualification in old age psychiatry
-

Other details

- None stated
-

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, socio economic, 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 Ageing and the Minister for Mental Health and Substance Abuse.

The legal entities include but are not limited to Department for Health and Ageing, Central Adelaide Local Health Network, Northern Adelaide Local Health Network, Southern Adelaide Local Health Network, Women's and Children's Health Network, Country Health SA Local Health Network and SA Ambulance Service.

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 Southern Adelaide Local Health Network (LHN) provides care for around 341,000 people living in the southern metropolitan area of Adelaide as well as providing a number of state-wide services, and services to those in regional areas. More than 7,000 skilled staff provides high quality patient care, education, research and health promoting services.

Southern Adelaide LHN provides a range of acute and sub-acute health services for people of all ages, and has two hospitals, Flinders Medical Centre and Noarlunga Hospital.

Southern Adelaide LHN Intermediate Care Services will deliver multi-disciplinary clinical care, addressing complexity through targeted approaches to complex chronic disease management in the community, and supported hospital discharge and avoidance programs. There is a key focus on building partnerships across the care continuum supporting interfaces between acute sites, GPs, Primary Care and Community based services.

Mental Health Services provides a range of integrated services across community and hospital settings, targeted at all age groups, in collaboration with non-Government organisations and General Practice Network South.

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; it sets out the South Australian Public Sector values as:

- Service – Proudly serve the community and Government of South Australia.
- Professionalism – Strive for excellence.
- Trust – Have confidence in the ability of others.
- Respect – Value every individual.
- Collaboration & engagement – Create solutions together.
- Honesty & integrity – Act truthfully, consistently, and fairly.
- Courage & tenacity- Never give up.
- Sustainability – Work to get the best results for current and future generations of South Australians.
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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.

SALHN Vision

We believe in providing the standard of health care that we desire for our own families and friends.

SALHN core value TRUST

Building positive relationships; with our patients, employees and partners.

APPROVALS

Job and Person Specification 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 understand the responsibilities associated with role, the role and organisational context and the values of SA Health as described within this document.

Name:

Signature:

Date: