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SA Health Job Pack

Job Title	Senior Occupational Therapist, Inpatient Rehabilitation Services
Eligibility	Open to Everyone
Job Number	744375
Applications Closing Date	8/3/21
Region / Division	Central Adelaide Local Health Network
Health Service	Mental Health Services
Location	Adelaide
Classification	AHP-3
Job Status	Part-time working 30 hours a week and temporary up to 28/1/22
Total Indicative Remuneration*	\$108,448/\$116,253 p.a.

Contact Details

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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 - 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



ROLE DESCRIPTION

Role Title:	Senior Occupational Therapist		
Classification Code:	AHP3	Position Number	M84231
LHN/ HN/ SAAS/ DHA:	Central Adelaide Local Health Network (LHN)		
Site/Directorate	Mental Health Directorate (MHD)		
Division:	Glenside Health Service		
Department/Section / Unit/ Ward:	Inpatient Rehabilitation Services		
Role reports to:	Operationally to the Team Manager Professional to the Principal Occupational Therapist, MHD		
Role Created/ Reviewed Date:	08/01/2020		
Criminal History Clearance Requirements:	<input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Working With Children's Check (WWCC) (DHS) <input type="checkbox"/> Vulnerable (NPC) <input checked="" 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)		

ROLE CONTEXT

Primary Objective(s) of role:

The Senior Occupational Therapist works within the Inpatient Rehabilitation Unit multidisciplinary team providing skilled evidence based professional occupational therapy services to consumers, their families and carers

As a member of the senior staff within the multidisciplinary team the Senior Occupational Therapist will be expected to provide and contribute to local clinical leadership processes within the team. The Senior Occupational Therapist will complete a range of occupational therapy duties such as: conducting complex and comprehensive assessments of client needs, contribute to the case formulations and care planning, as well as developing, implementing and monitoring specialised and targeted individual and group interventions to improve the consumers' level of occupational functioning. The Senior Occupational Therapist provides professional supervision to designated Occupational Therapists and students. The Senior Occupational Therapist participates in policy, planning and service development, the evaluation of clinical services and undertakes appropriate education and research activities.

The Senior Occupational Therapist is an experienced clinician who applies specialised expertise to the development, delivery and continuous improvement of quality clinical work and provides discipline specific assessments, interventions and consultancy service to the team. The Senior Occupational Therapist works collaboratively with consumers, their families and carers and may liaise closely with a network of government and non-government organisations to assist consumers whose severity of mental disorder and/or level of disability necessitate regular review and follow-up to facilitate improved functioning and community tenure.

Direct Reports:

The Senior Occupational Therapist works within a multi-disciplinary team and is accountable to the Team Manager for functional/operational responsibilities.

The Senior Occupational Therapist is responsible to the Principal Occupational Therapist for their professional practice and development and will participate in regular professional supervision with the Principal Occupational Therapist.

The Senior Occupational Therapist accepts direction from the Lead Clinician in care planning when diagnostic ambiguity and conflicting clinical opinion are affecting ongoing consumer care.

Key Relationships/ Interactions:Internal

The Senior Occupational Therapist works in collaboration with other team members, and fosters partnerships with government and non-government organisations, and carer networks.

The Senior Occupational Therapist will work collaboratively with other senior staff members of the team and senior occupational therapy group.

The Senior Occupational Therapist will provide orientation, supervision and support to staff, students and volunteers as required.

The Senior Occupational Therapist is responsible for practice within their own level of skills and knowledge base relevant to professional background.

The Senior Occupational Therapist works collaboratively with the Principal Occupational Therapist regarding discipline specific matters, practices and quality improvements related to clinical service provision

External

May deputise for or undertake higher duties for senior positions.

May be required to attend a range of meetings, committees and working parties.

Challenges associated with Role:

Major challenges currently associated with the role include:

- Leading and providing assessment, treatment, management and rehabilitation relating to complex and often treatment resistive mental health.

Delegations:	
• Staff supervised:	Directly provides professional clinical supervision to Occupational Therapists within CALHN Mental Health Service's Inpatient Rehabilitation Services or Allied Health Assistants or as delegate supervision of other AHP 1 or AHP2 Occupational Therapists
• Budget:	
Salaries and wages:	None
Goods and services:	None
• Delegations	
HR Delegation	Consistent with CALHN HR Delegations Manual
Procurement Delegation	TBA
Financial Delegation	TBA

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 the a satisfactory current Criminal and Relevant History Screening, as required by the <i>SA Health Criminal and Relevant History Screening Policy Directive</i> .
•	<i>For appointment in a Prescribed Position</i> under the <i>Child Safety (Prohibited Persons) Act (2016)</i> , 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 ' <i>Prescribed Positions</i> ' under the <i>Child Safety (Prohibited Persons) Act (2016)</i> , the individual's WWCCs must be renewed every 5 years from the date of issue; and for ' <i>Approved Aged Care Provider Positions</i> ' every 3 years from date of issue as required by the <i>Accountability Principles 2014</i> issued pursuant to the <i>Aged Care Act 1997</i> (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 <i>Public Sector Act 2009</i> for Public Sector employees or the <i>SA Health (Health Care Act) Human Resources Manual</i> 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:	
•	<i>Work Health and Safety Act 2012</i> (SA) and when relevant WHS Defined Officers must meet due diligence requirements.
•	<i>Return to Work Act 2014</i> (SA), facilitating the recovery, maintenance or early return to work of employees with work related injury / illness.
•	Meet immunisation requirements as outlined by the <i>Immunisation for Health Care Workers in South Australia Policy Directive</i> .
•	Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
•	<i>Children and Young People (Safety) Act 2017</i> (SA) 'Notification of Abuse or Neglect'.
•	Disability Discrimination.
•	<i>Independent Commissioner Against Corruption Act 2012</i> (SA).
•	<i>Information Privacy Principles Instruction</i> .

- 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 & 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.

Cultural Commitment:

CALHN 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, CALHN is committed to increasing the Aboriginal and Torres Strait Islander Workforce.

Resilience:

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

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
<p>Provide professional high quality consumer care to facilitate the consumer's recovery, improve their social functioning and effect a return to the community by:</p>	<ul style="list-style-type: none"> > Undertaking assessments and planning recovery-focussed services for individual consumers, including bio-psycho-social assessment, mental state examination and risk assessment of all consumers referred to the service > Planning, developing, implementing and evaluating occupational therapy services that are evidence-based and focus on enhancing the consumer's capacity for self-management, in collaboration with consumers, their families or carers and other key stakeholders > Undertaking individual complex caseloads including specialised and complex issues commensurate with Senior Occupational Therapist responsibilities > Providing psycho-education and counselling to assist families and carers to gain an understanding of the consumer's mental illness, the role of medication and other treatment options, signs of a relapse and effective strategies for managing distressing symptoms > Promoting environmental adaptations to support consumers to maintain tenure within their own environments > Establishing and rejuvenating support systems such as families, carers, employers, health and community services > Delivering non-discriminatory treatment and support that is sensitive to the social and cultural values of the consumer, the consumer's family and carers, and the community > Utilising sections of Mental Health Act, Guardianship and Administration Act and other legislation as appropriate > Liaising with and requesting the assistance of other disciplines when necessary to contribute to the care and recovery of the consumer > Providing Senior Occupational Therapy consultation, assistance and professional advice to other service providers to meet the mental health care and related needs of the consumer > Regularly evaluating the progress made by each consumer > Working closely with Care Coordinators who have responsibility for specific consumers > Working closely and developing effective partnerships with government and non-government agencies that may be involved in consumer care
<p>The Senior Occupational Therapist will provide occupational therapy expertise by</p>	<ul style="list-style-type: none"> > Providing dynamic leadership and clinical expertise for the clinical planning and service development processes > Providing evidence-based Occupational Therapy assessments and interventions to enhance consumer's living skills, functional and occupational capacity, and discharge support needs > Promoting Occupational Therapy philosophy, principles, ethics and values when contributing to clinical review and service planning processes and in all aspects of professional practice > Working with clinical leaders and other team members in the management of complex consumers > Developing graded skills acquisition interventions in collaboration with the consumer and other key stake holders

	<ul style="list-style-type: none"> > Managing and prioritising occupational therapy service including providing direction to AHP1 and/or AHP2 occupational therapists around completion of service provision > Developing procedures, guidelines and processes to address psycho-social and occupational therapy matters > Drawing on occupational therapy frames of references, values, ethics and knowledge when contributing to clinical review and service planning processes > Maintaining knowledge of best practice, current trends in service provision and innovations in mental health care > Providing health promotion and service and community development interventions to address identified gaps
Works as an effective member of a multi-disciplinary team by:	<ul style="list-style-type: none"> > Participating as a member of the leadership team > Contributing to the development and review of organisational and team objectives, procedures and guidelines > Identifying and facilitating strategies to address identified service gaps > Participating and facilitating staff development sessions and programs and when appropriate provide education, induction and orientation > Developing and maintaining collaborative relationships within the multidisciplinary team to ensure effective care > Working under limited direction, accepting professional responsibility for a high standard of complex, specialised or strategically significant work and draws on professional direction in the application of new evidence based practice > Coordinating, participating in, initiating and implementing programs, methodologies, projects and assignments as negotiated with the team and other appropriate senior staff. > Contributing to the development and review of procedures and guidelines > Participating in the review of the effectiveness of internal and contracted service providers, and in the organisational response to address identified issues > Participating in the analysis and interpretation of legislation, regulations and other guidelines to enable their operationalisation within the service > Coordinating and/or contributing to mental health, social policy and research
The Senior Occupational Therapist contributes to clinical leadership within the team by:	<ul style="list-style-type: none"> > Providing clinical leadership, modelling and support to the team to incorporate recovery focussed psychosocial and contemporary approaches / models into practice > Working with the multidisciplinary leadership group to develop and implement work flow processes, quality assurance processes and ensure optimal outcomes > Working with the multidisciplinary leadership group and the Occupational Therapy staff to prioritise and coordinate occupational therapy service responses > Providing advice to the multidisciplinary leadership group regarding the effective allocation of discipline-specific resources in the delivery of specialist services by the team > Providing clinical expertise to assist the multidisciplinary team in the management of consumers with high and complex needs > Contributing to organisational policy, planning and service development

	<ul style="list-style-type: none"> • Providing specialist occupational therapy clinical expertise, consultative services and professional advice within the team/sector and to professional networks
The Senior Occupational Therapist contributes to the achievement of professional Occupational Therapy expertise by:	<ul style="list-style-type: none"> > Promoting Occupational Therapy philosophy, principles, ethics and values in all aspects of professional practice > Providing and modelling the delivery of Occupational Therapy recovery practice to address consumer issues > Actively participating in professional supervision, critically reflecting on own practice and maintaining continual professional development in accordance with professional standards and requirements > Ensuring professional supervision to AHP1 and AHP2 Occupational Therapists and Allied Health Assistant staff and students > Contributing to the development of PR&D Plans for AHP1 and AHP2 Occupational Therapists, Allied Health Assistant and designated Lived Experience staff. > Implementing SA Health's credentialing requirements > Working collaboratively with other senior clinicians and the Principal Occupational Therapist to address profession-specific issues and identified professional development needs > Working collaboratively to support the Allied Health leadership group in the provision and governance of Allied Health services > Working with the Student Coordinator to coordinate educational activities for students on clinical placements within the Mental Health Directorate > Supporting occupational therapy new graduates and student clinical placements > Undertaking projects or responsibilities as delegated by the Principal Occupational Therapists. > Deputising for the Principal Occupational Therapists at meetings or on working parties as required.
The Senior Occupational Therapist will contribute to the safety and quality management system and continuous improvement by:	<ul style="list-style-type: none"> > Participating in strategic, Directorate and Team planning activities > Complying with standards of practice > Aiming to continuously improve the quality of work practices and services > Evaluating and monitoring services, work practices and intervention outcomes > Undertaking the collection, monitoring and evaluation of key performance indicators including quality assessment and standards analysis > Participating in the organisational accreditation process > Maintaining accurate clinical documents > Providing statistical information within prescribed timeframes > Being involved in continuous quality improvement and other relevant research and evaluation activities to promote service development and quality improvement.

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications

- Appropriate degree or equivalent qualification which entitles registration as an Occupational Therapist with the Occupational Therapy Board of Australia, and current registration with the Occupational Therapy Board of Australia

Personal Abilities/Aptitudes/Skills:

- Advanced skills in undertaking comprehensive bio-psychosocial assessment, including mental state and risk assessments of consumers presenting with high or complex needs.
- Advanced skills in individualised care planning and coordinating comprehensive service provision and crisis intervention with people who have high or complex needs.
- High level of competence in the provision of a range of occupational therapy assessments, interventions (individual and group work), evaluation, and report writing skills.
- Ability to provide Occupational Therapy consultation, professional advice and advocacy.
- Ability to provide professional clinical supervision to occupational therapy clinicians, assistants, students and other designated staff.
- Ability to operate with professional independence and exercise sound professional judgement in decision making and clinical practice.
- Ability to provide clinical leadership within the multi-disciplinary team and the occupational therapy group.
- High level of demonstrated negotiation and conflict management skills.
- Demonstrate commitment to ongoing professional development and translating evidence into clinical practice.
- Ability to undertake quality improvement initiatives and/or research projects to enhance consumer outcomes.
- Skills in psychosocial rehabilitation and recovery practices to facilitate working with people in both the acute and enduring phases of mental illness.
- Ability to interpret legislation, regulations and other guidelines relevant to the profession and Mental Health Services.
- Ability to plan and provide culturally and linguistically appropriate services to consumers, family and/or carers.

Experience

- Experience developing, co-ordinating and implementing therapeutic and activity based group and individual programs.
- Clinical experience in direct Occupational Therapy service provision to consumers with complex mental health issues.
- Successful participation in a multidisciplinary team environment whilst maintaining a clear professional role and identity.
- Proven experience in computing, including email and word processing.

Knowledge

- Specialised knowledge of theories and methods of Occupational Therapy service provision including rehabilitation Models and tools of Practice, Sensory Modulation and the Model of Human Occupation.
- Knowledge of current psychiatric diagnostic and classification systems, medications and management, including medication side effects and drugs of abuse.
- Sound knowledge of the Occupational Therapy Code of Ethics, Practice Standards for Mental Health Occupational Therapists and supervision standards.
- Knowledge and understanding of SA's mental health services, the National and State Mental Health Plans and strategic directions.
- Knowledge of relevant legislation pertaining to mental health services.
- Knowledge of evaluation and research methods and sources of specialised professional knowledge.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- Relevant undergraduate or postgraduate qualifications specific to advanced skills in a specialised area of mental health care, clinical leadership, clinical practice, and/or community development.

Experience

- Experience in a clinical mental health leadership role.
- Experience in participating in research activities.

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 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:

CALHN is one of five Local Health Networks (LHNs) in South Australia established in July 2011. 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).

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 Imaging, Pathology and Pharmacy, 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, we face a significant challenge in achieving financial sustainability. A quality-assured financial recovery plan has been developed to meet these challenges. Through effective leadership and change management, the plan which is applicable to all Directorates and departments, will be implemented over the next three years.

Division/ Department:

The Mental Health Directorate provides a stepped range of services encompassing emergency, acute inpatient, sub-acute, community and rehabilitation services. Multidisciplinary teams work within a recovery framework to address the needs of chronic and complex mental health consumers, support family and carer relationships and build networks with primary and secondary care services to optimise the consumer's community tenure.

The Inpatient Rehabilitation Service provides a range of rehabilitation and recovery orientated and treatment services, therapy and educative programs to consumers, family and carers during the period of admission. The inpatient unit collaborates closely with community mental health services and other community agencies. The Inpatient Rehabilitation Service offers assessment, treatment, management and rehabilitation relating to complex and often treatment resistive mental health problems. The aim of the intervention is to assist consumers in their recovery by the regaining or developing skills in self-management, functioning and social relationships, to affect a positive return to the community.

Values

Central Adelaide Local Health Network Values

Our shared values confirm our common mission by promoting an organisational climate where the patient's needs are put first and where the teamwork and professionalism of our workforce help us to attract and retain the best staff. These values guide our decisions and actions.

Patient Centred:	Our patients are the reason we are here and we will provide the best service to our patients and customers
Team Work:	We value each other and work as a team to provide the best care for our patients
Respect:	We respect each other, our patients and their families by recognising different backgrounds and choices, and acknowledging that they have the right to our services
Professionalism:	We recognise that staff come from varied professional and work backgrounds and that our desire to care for patients unites our professional approach to practice

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 understand the responsibilities associated with role, the role and organisational context and the values of CALHN as described within this document.

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