



ROLE DESCRIPTION

Role Title:	FMH Consultant Psychiatrist
Classification Code:	MD2
LHN/ HN/ SAAS/ DHA:	Northern Adelaide Local Health Network
Hospital/ Service/ Cluster	
Division:	Mental Health
Department/Section / Unit/ Ward:	Forensic Mental Health
Role reports to:	Clinical Director - FMH
Role Created/ Reviewed Date:	
Criminal History Clearance Requirements:	<input checked="" type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Working With Children Check – WWCC (DHS) <input 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)

ROLE CONTEXT

Primary Objective(s) of role:

- > The consultant is responsible for managing the care of all patients allocated to them through the Forensic Mental Health Service and NALHN in collaboration with the responsible Resident Medical Officers, Registrars, Fellow Consultants, Nurses and Allied Health Professionals.
- > Involvement in Continuous Quality Improvement activities.
- > Contribute to the effectiveness of multi-disciplinary services through:
 - > Provision of direct Clinical Services.
 - > Proven ability to empathically work with consumers suffering from a mental health disorder and their families/carers and liaise effectively with other agencies.
- > Participation in research programs.

Direct Reports:

- > Functionally accountable to the Director/Head of Unit. Professionally responsible to the Director of Clinical Services for clinical matters.

Key Relationships/ Interactions:

Internal

- > Will be required to work collaboratively with team leaders and other senior health professionals in a multidisciplinary setting to ensure that the Directorate delivers effective and efficient quality mental health services. Will be required to supervise the clinical practice of allocated trainee medical officers.

External

- > Liaises with other health providers in the community and hospital sector, both regionally and metropolitan Adelaide, and with the broader community in the pursuit of comprehensive patient care.

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Challenges associated with Role:

Major challenges currently associated with the role include:

- > Understanding and respecting diversity in culture, gender, social backgrounds and race within the workplace and in the community.
- > Understanding the complexity of the health industry including the range of services offered.
- > Successfully navigating patients diverse cultures and health requirements.
- > Implementing clinical systems to support good decision making within FMH.

Delegations:

- > Nil

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Patient Focus	<ul style="list-style-type: none"> > Providing specialist forensic mental health services to consumers. > Providing a specialist opinion on consumers referred for consultation. > Assigning and supervising the clinical practice of trainee medical officers. > Ensuring the appropriate documentation of clinical care in medical records and ensuring the timely provision of discharge summaries, written specialist opinions and requested medical reports. > Consulting with, and providing an expert service to, relevant criminal justice agencies, statutory bodies and non-government organisations. > Maintaining a close relationship with, and providing a service to, the Department for Correctional Services. > Working collaboratively with the Prison Health Service. > Participating in interagency planning on forensic mental health and criminal justice issues.
Legislation	<ul style="list-style-type: none"> > Ensuring compliance with the various legislative and accreditation requirements required by the Department of Health (specifically the National Standards for Mental Health Services and the National Safety and Quality Health Service Standards).
Human Resources Management	<ul style="list-style-type: none"> > Ensuring quality outcomes are achieved through the empowerment of staff and the effective use of performance review and development. > Undertaking corrective intervention for junior medical clinical staff when required including performance management and discipline specific matters. > Ensuring the promotion and implementation of a safe, productive and healthy work environment across the FMHS in line with the NALHN commitment to the attraction, retention and development of staff to support the achievement of the NALHN strategic objectives and the health reform agenda.
Teaching/Training	<ul style="list-style-type: none"> > Teaching / Training > Management of financial material resources > Contribution to Health Services
Management of financial and material resources	<ul style="list-style-type: none"> > Using facilities, equipment and supplies in the most cost efficient manner. > Contributing to case mix management by ensuring that appropriate practices are in place to ensure the timely coding of required data.
Contribution to Health Services	<ul style="list-style-type: none"> > Contributing to the development of service-wide policies and procedures. > Complying with key performance indicator data collection > Participating in relevant standing or ad hoc committees associated with the provision of clinical services > Maximising the participation of consumers in planning and evaluating services.

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; or another qualification as defined in the SA Medical Officers Award.

Personal Abilities/Aptitudes/Skills

- > An ability to manage in accordance with 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 clinical experience in forensic psychiatry, particularly criminal forensic psychiatry.
- > High standard of clinical practice in the relevant specialty.
- > Professional integrity.
- > Ability to empathically work with consumers suffering from a mental and their families/carers and to liaise effectively with other agencies.
- > Ability to work in a multidisciplinary team environment.
- > Ability to communicate effectively with staff at all levels both verbally and in writing.
- > Ability to prioritise workload.
- > Ability to be adaptable to change.
- > Commitment to continuous quality improvement activities.
- > Holds a current South Australian Drivers Licence.

Experience

- > Experience in quality improvement activities.
- > Experience in using ICT in clinical care of consumers.
- > Experience in writing medico-legal reports.

Knowledge

- > Understanding of Work Health and Safety principles and procedures.
- > Understanding of the Australian National Safety & Quality Health Service Standards.
- > Working knowledge of Microsoft Applications.
- > Knowledge of professional requirements of patient care.
- > Knowledge of training and educational requirements for psychiatry trainees.
- > Knowledge of information systems used in SA Health and the Mental Health Directorate.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- > Fellowship of the Royal Australian and New Zealand College of Psychiatry.
- > Has obtained or is planning to obtain the RANZCP Certificate in Forensic Psychiatry or can demonstrate considerable forensic experience either through having worked as a senior clinician in criminal forensic psychiatry or by an equivalent recognised qualification.

Personal Abilities/Aptitudes/Skills

- > An interest in clinical research.

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Experience

- > Proven experience in basic computing skills, including email and word processing.
- > Experience at a senior level of professional practice.
- > Experience in teaching at an undergraduate and postgraduate level.
- > Experience in research initiatives.

Knowledge

- > Understanding of health funding models and budgetary requirements affecting the health system.
- > Understanding of the Australian National Safety and Quality health Service Standards.
- > Knowledge of health service accreditation processes.
- > Knowledge of professional requirements of patient care.
- > Knowledge of training education requirements for psychiatry trainees.
- > Knowledge of information systems used in SA health and the Mental Health Directorate.

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:

- > *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 & 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:

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.

Resilience:

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

Organisational Context

SA Health

SA Health is committed to protecting and improving the health of all South Australians by providing leadership in health reform, public health services, health and medical research, policy development and planning, with an increased focus on wellbeing, illness prevention, early intervention and quality care.

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health, the Minister for Health & Wellbeing. The State Government has reformed the governance of SA Health, including establishing 10 Local Health Networks (LHNs), each with its own Governing Board.

These reforms have taken a staged approach, with the most significant changes to taking place from 1 July 2019 when the new Governing Boards become fully operational.

SA Health is comprised of the Department for Health and Wellbeing and the following legal entities:

- > Central Adelaide Local Health Network
- > **Northern Adelaide Local Health Network**
- > Southern Adelaide Local Health Network
- > Women's and Children's Health Network
- > Barossa Hills Fleurieu Local Health Network
- > Eyre and Far North Local Health Network
- > Flinders and Upper North Local Health Network
- > Riverland Mallee Coorong Local Health Network
- > Limestone Coast Local Health Network
- > Yorke and Northern Local Health Network
- > SA Ambulance Service

Northern Adelaide Local Health Network

The Northern Adelaide Local Health Network (NALHN) provides care to more than 400,000 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. NALHN works to ensure quality and timely delivery of health care, whilst building a highly skilled, engaged and resilient workforce based on a culture of collaboration, respect, integrity and accountability.

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 includes:

- > Lyell McEwin Hospital (LMH) - a 336-bed specialist referral public teaching hospital which has links to the University of Adelaide, University of South Australia and Flinders University. LMH provides a full range of high-quality medical, surgical, diagnostic, emergency and support services.
- > Modbury Hospital is a 174-bed, acute care teaching hospital that provides inpatient, outpatient, emergency services, Aged Care, Rehabilitation and Palliative Care. GP Plus Health Care Centres and Super Clinics
- > Aboriginal Health Services
- > Mental Health Services (including two statewide services – Forensics and Older Persons)
- > Sub-acute Services

The total operating budget for 23/24 for NALHN is \$1.02 bn with a workforce of 4,710 FTE / 6,325 head count.

NALHN Governing Board

The Governing Board members bring to NALHN a wealth of knowledge and experience across many areas.

NALHN is confident that with the support of our highly qualified Governing Board, NALHN will be well placed to achieve better health service decisions tailored to local needs and deliver a safe, high quality and financially sustainable LHN into the future.

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.

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 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:

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Version control and change history

Version	Date from	Date to	Amendment
V1	10/02/17	09/04/17	Original version.
V2	10/04/17	04/07/17	Safety & Quality statement in General Requirements.
V3	04/07/17	14/05/20	Minor formatting with order of information amended.
V4	15/05/20	19/10/2020	Organisation Context Updated
V5	20/10/2020	08/04/2021	Organisation Context Updated
V6	09/04/2021	20/12/2023	Financial Delegation Updated Management Position Clause Updated Code of Ethics Clause Updated
V7	21/12/2023		Special Conditions Updated General Requirements Updated Organisational Context Updated