

DEPARTMENT OF HEALTH

# Statement of Duties

<b>Position Title:</b>	Clinical Nurse Specialist - CATT
<b>Position Number:</b>	Generic
<b>Classification:</b>	Registered Nurse Grade 5
<b>Award/Agreement:</b>	Nurses and Midwives (Tasmanian State Service) Award
<b>Group/Section:</b>	Community, Mental Health and Wellbeing – Statewide Mental Health Services
<b>Position Type:</b>	Permanent/Fixed-Term/Casual, Full Time/Part Time/Casual
<b>Location:</b>	South, North, North West
<b>Reports to:</b>	Nursing Director/Northern Area Manager
<b>Effective Date:</b>	July 2018
<b>Check Type:</b>	Annulled
<b>Check Frequency:</b>	Pre-employment
<b>Essential Requirements:</b>	<p>Registered with the Nursing &amp; Midwifery Board of Australia as a Registered Nurse and possess specialist tertiary graduate or post graduate mental health/psychiatric nursing qualifications; or completed, prior to the transfer of nurse education to the tertiary sector, an accredited hospital based program that lead to registration as a psychiatric nurse by the relevant nurse regulatory authority within Australia, New Zealand, Canada or the United Kingdom.</p> <p>Current Driver's Licence.</p> <p><i>*Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee's responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer if a registration/licence is revoked, cancelled or has its conditions altered.</i></p>
<b>Desirable Requirements:</b>	Extensive relevant psychiatric nursing experience and/or credentialed as a Mental Health Nurse by the Australian College of Mental Health Nurses or equivalent.

Holds or is working towards relevant tertiary qualifications.

Five or more years' post graduate clinical nursing experience.

*NB. The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.*

## Primary Purpose:

The Clinical Nurse Specialist - Crisis Assessment and Treatment Team (CATT):

- Works within the designated region in collaboration with other staff within Community Mental Health Services, Inpatient Mental Health Services, Alcohol and Drug Services and a range of community service providers, to deliver improved outcomes for individuals presenting with mental illness, including those presenting to the Emergency Department (ED) North and North West.
- Works within a multidisciplinary team to deliver coordinated, assertive case management including triage, crisis, intake and assessment and the development and implementation of care planning for designated clients in both the community and the ED.
- Is a clinical expert who acts as a clinical resource for staff and other providers involved in the management of patients with mental health concerns, including those with concurrent alcohol or drug use issues.
- Provides triage, assessment and care planning for community based consumers including child and adolescents, adults and older persons and people with complex risk presentations.

## Duties:

1. Provide discipline specific clinical expertise, supportive advice and clinical care across the broader community including in-reach into the ED as required, based on best practice principles and legal and professional requirements, using specialist assessment and screening tools to deliver improved outcomes for patients presenting with mental health concerns and/or addiction-related comorbidities.
2. Provide treatment recommendations and specialist support to the multidisciplinary team, other health professionals and community support organisations as required and assist with clinical decision making and the planning, implementation and evaluation of care given to mental health patients to facilitate a person-centred and recovery focused approach.
3. Provide support and psycho-education as appropriate and involve consumers and their families/significant others in the identification of their needs, formulation of goals, development of care plans and the implementation of care.
4. Facilitate access to a range of appropriate community and inpatient services to ensure patients receive the right support in the right place and at the right time. Provide comprehensive handovers and coordinate quality and safe transfer/discharge processes.
5. Develop and maintain effective working relationships with a range of key internal and external stakeholders including child and adolescent/adult and older persons mental health services, community and inpatient mental health services, alcohol and drug services, Forensic Mental Health Services and the community sector.
6. Deliver ongoing education, guidance and support for the multidisciplinary team and other health staff in relation to mental health and the management of comorbidity, including legislation pertaining to seclusion and restraint.

7. Undertake the role of a Mental Health Officer in accordance with relevant provisions of the *Mental Health Act 2013*.
8. Ensure ongoing assessment and evaluation of the role and associated guidelines, clinical pathways, protocols and policies, incorporating evidenced based practice and other regulatory bodies or key stakeholders.
9. Attend relevant meetings within Community and Inpatient Mental Health Services as required.
10. Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives and related training.
11. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

## Key Accountabilities and Responsibilities:

The Clinical Nurse Specialist - CATT receives day to day support, supervision and guidance from the Nursing Director/Northern Area Manager with clinical supervision and support from the designated Clinical Nurse Consultant - Clinical Lead within Adult & Community Mental Health Services. The occupant:

- Works with a high-level of autonomy at the unit level, and is responsible for the efficient and effective assessment of individuals presenting with mental health problems and comorbidity issues, including adolescents and older persons. Assessments will include mental status examination, risk assessments and basic alcohol and drug screening, formulation and an immediate management plan.
- May function as a single practitioner working within established decision-making and operational frameworks that may require considerable interpretation to provide effective patient care in both the community and ED where indicated.
- Maintains productive relationships with internal and external stakeholders, meeting difficult and sometimes conflicting objectives or competing priorities and undertakes conflict resolution through negotiation and mediation to resolve escalated issues.
- Works in partnership with the Clinical Lead/Team Leader to contribute to a strong professional environment by providing leadership and assisting with the planning and management of staff and resources.
- Undertakes planning, monitoring and management of performance in areas of responsibility for both individuals and teams, and undertake a range of performance management activities.
- Supports the reduction of ED waiting times, admissions and early discharge to all mental health inpatient units through the identification, negotiation and initiation of alternative appropriate and safe community based supports.
- Is responsible for own practice within professional guidelines and for intervention in instances of unsafe, illegal or unprofessional conduct.
- Where applicable, exercise delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
- Comply at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.

## Pre-employment Conditions:

*It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.*

The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

1. Conviction checks in the following areas:
  - a. crimes of violence
  - b. sex related offences
  - c. serious drug offences
  - d. crimes involving dishonesty
  - e. serious traffic offences
2. Identification check
3. Disciplinary action in previous employment check.

## Selection Criteria:

1. Demonstrated high-level skills, knowledge and clinical expertise in the area of Mental Health nursing.
2. Demonstrated advanced written and oral communication, liaison, interpersonal and counselling skills within a multidisciplinary team environment, including the ability to function confidently and negotiate recommendations for patient care across a wide range of stakeholder groups.
3. Comprehensive knowledge and understanding of relevant legislation and documentation, including the *Mental Health Act 2013*, Right to Information Act, Work Health & Safety legislation, relevant statutory requirements and Agency policies and procedures.
4. Demonstrated ability to problem solve and apply principles of clinical risk management and professional practice to the clinical setting, together with demonstrated motivation to achieve desired outcomes in clinical setting with limited supervision.
5. Sound and contemporary understanding of the broad range of child and adolescent, adult and older person's community based mental health and comorbidity supports available or an ability to quickly acquire this knowledge.
6. Demonstrated ability to contribute to the development and evaluation of services provided, including the review of clinical practice policy, procedure and protocols and the implementation of quality improvement activities and research findings.
7. Demonstrated commitment to professional improvement through ongoing personal professional development and continuing education.

## Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000*. The Department supports the [Consumer and Community Engagement Principles](#).