DEPARTMENT OF HEALTH

Statement of Duties

|  |  |
| --- | --- |
| **Position Title:** | Clinical Nurse Specialist - Community Forensic Mental Health Services |
| **Position Number:** | 512555 |
| **Classification:** | Registered Nurse Grade 5 |
| **Award/Agreement:** | Nurses and Midwives (Tasmanian State Service) Award |
| **Group/Section:** | Community, Mental Health and Wellbeing – Statewide Mental Health Services Community Forensic Mental Health Services |
| **Position Type:** | Permanent, Full Time |
| **Location:** | South, North |
| **Reports to:** | Manager - CFMHS & Defendant Health Liaison Service |
| **Effective Date:** | December 2023 |
| **Check Type:** | Annulled |
| **Check Frequency:** | Pre-employment and Recurrent |
| **Essential Requirements:** | Registered with the Nursing and Midwifery Board of Australia and possess, or be working towards, specialist tertiary graduate or post graduate mental health/psychiatric nursing qualification; or completed prior to the transfer of nurse education to the tertiary sector, a hospital based training program that resulted in previous registration as a psychiatric nurse by the relevant nurse registration authority within Australia, New Zealand or the United Kingdom  Current Driver’s Licence  *\*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.* |
| **Desirable Requirements:** | Previous experience in Forensic Mental Health Settings including Secure Forensic Inpatient units, Correctional Centre’s, or other Community Forensic Mental Health Services |

Note: 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 – Community Forensic Mental Health Services (CFMHS) works as part of a multidisciplinary team delivering high quality forensic mental health services and in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Clinical Nurse Specialist - (CFMHS) will:

Be a clinical expert in the area of mental health nursing practice and act as a clinical resource for nursing, medical and allied health staff in the management of consumers with complex mental health needs.

Provide specialist liaison and consultation about mental health matters and management of associated problems to Adult Community Mental Health Services, and Non-Government Agencies to ensure best possible outcomes for consumers and relevant stakeholders.

### Duties:

# Provide clinical expertise in contemporary nursing practice within the CFMHS setting, promoting professional standards of practice and meets established accreditation standards of practice.

# Maintain and display advanced clinical practice skills within CFMHS and act as a resource person to other members of the multidisciplinary team in the management of complex clinical issues.

# Provide specialist clinical mental health assessment to consumers of CFMHS, including the implementation and ongoing evaluation of patient/client care.

# Liaise with government and non-government agencies to formulate appropriate interventions that are acceptable to the consumer and the relevant stakeholders.

# Maintain appropriate records of assessments, interventions, and specialist reports, and assist in the maintenance of appropriate record systems. Act as a role model to other team members in standards of practice in clinical documentation.

# Develop and maintain integrated clinical links across Statewide Mental Health Services, with Community Service Organisation’s and other Service Providers.

1. Act as an Authorised Officer under the *Mental Health Act 2013*.
2. Provide leadership in nursing practice including the interpretation of clinical guidelines and implementation, monitoring and evaluation of policies and protocols relevant to the practice area, and promote an environment conducive to innovation and change.
3. Identify professional learning needs of nursing staff and, in collaboration with the CNC - Clinical Lead - CFMHS/Manager develop, implement and review strategies to address those needs, including individual professional development agreements.
4. In conjunction with the Clinical Lead, undertake orientation and supervision of nurses within the team.
5. 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, safeguarding practices for vulnerable people, and related training.
6. 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:

Accountable to and works under the general direction and guidance of the CNC - Clinical Lead - CFMHS/Manager - CFMHS & Defendant Health Liaison Service, the occupant will:

* Accept accountability and responsibility for own standard of professional practice in accordance with the Australian Health Practitioner Regulation Agency (AHPRA), the Nursing and Midwifery Board of Australia, codes of practice, professional guidelines, and legal requirements.
* Act as clinical resource person, providing guidance and support to Registered Nurses, and other members of the multidisciplinary team.
* Be responsible for recognising and maintaining one’s own professional development.
* Maintain knowledge of contemporary evidence-based practice.
* Champion a child safe culture that upholds the National Principles for Child Safe Organisations. The Department is committed to the safety, wellbeing, and empowerment of all children and young people, and expect all employees to actively participate in and contribute to our rights-based approach to care, including meeting all mandatory reporting obligations.
* 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:
   1. crimes of violence
   2. sex related offences
   3. serious drug offences
   4. crimes involving dishonesty
   5. serious traffic offences
2. Identification check
3. Disciplinary action in previous employment check.

\*as required by Commonwealth Home Support program (CHSP), occupants of this role are required to undertake a conviction check assessment every three years.

### Selection Criteria:

1. Extensive experience in, and comprehensive knowledge of clinical nursing practice in a variety of settings, with at least five years post-graduate clinical nursing experience directly applicable to the mental health care or forensic setting including secure mental health facilities and/or correctional health settings.
2. Highly developed interpersonal skills, including written and oral communication, negotiation and conflict resolution skills, and the proven ability to work constructively as part of a multidisciplinary team.
3. Demonstrated ability to act as a clinical resource in the clinical setting.
4. Highly developed clinical management and leadership skills with demonstrated ability to perform effectively as a multidisciplinary team member and provide support to the CNC Clinical Lead/CFMHS Manager.
5. Ability to apply the principles of clinical risk management, quality improvement, nursing research, performance monitoring and evaluation relevant to the clinical area.
6. Demonstrated ability to precept nurses for undergraduate and postgraduate student nurses.
7. Comprehensive knowledge and understanding of relevant legislation and awards, including the Mental Health Act, Right to Information Act, Work Health and Safety Act and relevant statutory requirements and departmental procedures, protocols, and policies.

### 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 of Health is committed to improving the way we work with vulnerable people, in particular implementing strategies and actions to promote child safety and wellbeing, empower, and prevent harm to children and young people.

The Department upholds the *Australian Charter of Healthcare Rights* in our practice and is committed to the safeguarding and protection of the welfare and rights of all people, particularly those that may be at risk of abuse, neglect, or exploitation. We place emphasis on the provision of culturally safe, respectful, and inclusive care that is responsive to diverse needs.

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 | Tasmanian Department of Health](https://www.health.tas.gov.au/consumer-and-community-engagement-principles).