

Statement of Duties

Position Title: Clinical Nurse Specialist - Crisis Assessment and Treatment Team (CATT)	Position Number: Generic	Effective Date: July 2018
Group and Unit: Tasmanian Health Service (THS)		
Section: Crisis Assessment Team	Location: South, North, North West	
Award: Nurses and Midwives (Tasmanian State Service)	Position Status: Permanent/Fixed-Term/Casual	
	Position Type: Full Time/Part Time/Casual	
Level: Grade 5	Classification: Registered Nurse	
Reports To: Nursing Director/Northern Area Manager		
Check Type: Annulled	Check Frequency: Pre-employment	

Focus of Duties:

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 the development and implementation of safety systems, improvement initiatives and related training, ensuring that quality and safety improvement processes are in place and acted upon.
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.

Scope of Work Performed:

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.
- Comply at all times with policy and protocol requirements, in particular those relating to mandatory education, training and assessment.

Essential Requirements:

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 of any new criminal convictions and/or if a registration/licence is revoked, cancelled or has its conditions altered.

- Registered with the Nursing & 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.
- Current Driver's Licence.
- 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.

Desirable Requirements:

- 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.

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 (DoH) and Tasmanian Health Service (THS) are committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality, safe and people-focussed health system. Alongside this, staff are expected to act with integrity, be accountable for their actions, and work collegially with colleagues and others to provide better outcomes for Tasmanians.

State Service Principles and Code of Conduct: The minimum responsibilities required of officers and employees of the State Service are contained in the *State Service Act 2000*. The State Service Principles at Sections 7 and 8 outline both the way that employment is managed in the State Service and the standards expected of those who work in the State Service. The Code of Conduct at Section 9 reinforces and upholds the Principles by establishing standards of behaviour and conduct that apply to all employees and officers, including Heads of Agencies. Officers and employees who are found to have breached the Code of Conduct may have sanctions imposed.

The *State Service Act 2000* and the Employment Directions can be found on the State Service Management Office's website at <http://www.dpac.tas.gov.au/divisions/ssmo>

Fraud Management: The Department has a zero tolerance to fraud. Officers and employees must be aware of, and comply with, their Agency's fraud prevention policy and procedure and it is the responsibility of all officers and employees to report any suspected fraudulent activity to their Director or line manager, the Chief People Officer or to the Manager Internal Audit. The DoH and THS are committed to minimising the occurrence of fraud through the development, implementation and regular review of fraud prevention, detection and response strategies, and are conscious of the need to protect employees who advise management of suspected fraudulent activity from reprisal or harassment, and to comply with its obligations under the *Public Interest Disclosure Act 2002*. Any matter determined to be of a fraudulent nature will be followed up and appropriate action will be taken. This may include having sanctions imposed under the *State Service Act 2000*.

Delegations: This position may exercise delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements mandated by Statutory office holders including the Secretary. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position. The DoH and THS have a zero tolerance in relation to fraud and in exercising any delegations attached to this role the occupant is responsible for the detection and prevention of fraud, misappropriation and other irregularities, and for ensuring that all officers and employees are aware of their Agency's fraud policy and reporting procedures.

Blood borne viruses and immunisation: Health Care Workers (as defined by DoH and THS policy) within DoH and THS are expected to comply with their Agency's policies and procedures relating to blood borne viruses and immunisation, including against Hepatitis B. Depending on the level of risk associated with their duties, Health Care Workers may be required to demonstrate current immunity, previous seroconversion to Hepatitis B or immunity following vaccination.

Records and Confidentiality: Officers and employees of the Department are responsible and accountable for making proper records. Confidentiality must be maintained at all times and information must not be accessed or destroyed without proper authority.

Smoke-free: DoH and THS workplaces are smoke-free environments. Smoking is prohibited in all State Government workplaces, including vehicles and vessels.