

DEPARTMENT OF HEALTH

# Statement of Duties

<b>Position Title:</b>	Clinical Nurse Consultant
<b>Position Number:</b>	Generic
<b>Classification:</b>	Registered Nurse Grade 6
<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>	Nurse Unit Manager (NUM)/Assistant Director of Nursing (ADON)
<b>Effective Date:</b>	November 2020
<b>Check Type:</b>	Annulled
<b>Check Frequency:</b>	Pre-employment
<b>Essential Requirements:</b>	<p>Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse</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>	<p>Holds, or is working towards, a relevant postgraduate qualification</p> <p>Current Driver's Licence</p>

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:

As part of a multidisciplinary team delivering high quality mental health services in accordance with the primary health care principles, Agency policy and direction, legal requirements, and relevant professional competencies. The Clinical Nurse Consultant will provide effective management of human and physical resources, and leadership and direction in the strategic development and management of a comprehensive multidisciplinary inpatient mental health team.

## Duties:

1. Actively contribute to the clinical leadership and management of a multidisciplinary inpatient mental health team, providing a high quality, comprehensive, specialist mental health service in accordance with principles and goals, and the associated model of care and relevant service policies, procedures, and guidelines.
2. Support the relevant NUM/ADON by assuming a lead role in the oversight of designated clinical processes associated with the optimal operation of an inpatient mental health team, including intake, crisis response, interim support, case management and general team coordination.
3. Provide clinical leadership and expert knowledge in all aspects of inpatient care.
4. Actively participate in all multidisciplinary review processes at the unit level as required, including supporting staff to develop, monitor and evaluate clinical outcome measures.
5. Act as an Authorised Officer under the Mental Health Act when required.
6. Develop and maintain appropriate and effective links with the broader Agency and the community sector, generally with a focus on the Emergency Department within the relevant Hospital, and the adult community mental health area.
7. Promote compliance with the complete and timely collection of clinical data and designated key activity and performance indicators to accurately reflect service performance.
8. Promote a research culture by identifying, supporting, and developing appropriate opportunities for nursing staff to participate in approved research activities and to maintain and apply knowledge of contemporary evidence-based practice.
9. Undertake orientation, clinical supervision, professional development activities and programs for staff, together with implementation of ongoing measures for clinical governance and clinical supervision, providing mentoring and support as required, and is consistent with best practice and consumer-focused outcomes.
10. 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 Consultant will:

- Practice in accordance with the Nursing and Midwifery Board of Australia's (NMBA) codes and guidelines for registered nurses/midwives.

- Operate with a high level of professional independence in the delivery of professional consultancy and clinical services and is required to exercise initiative and professional judgement with guidance, supervision, and support from the NUM/ADON.
- Be responsible and accountable for the provision of clinical education to Statewide Mental Health Services nurses, health professionals and service providers in the field of mental health management, with professional support available from the NUM/ADON.
- Accept accountability and responsibility for agreed outcomes in the provision of efficient and reflective nursing care, and for recognising and maintaining own professional development needs as well as contributing to the performance development of other nursing staff.
- 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.
- 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.

## 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
2. Identification check
3. Disciplinary action in previous employment check.

## Selection Criteria:

1. Demonstrated leadership skills and proven ability to manage and coordinate the clinical activities of a multidisciplinary adult inpatient mental health team with the ability to assist the NUM/ADON in relation to the effective management of human and physical resources.
2. Demonstrated specialist level knowledge and advanced practice in relation to the field of acute inpatient psychiatry, including a proven ability to provide a range of assessments and specialist treatments and interventions.

3. Demonstrated capacity to effectively undertake a consultation/leadership role within a multidisciplinary adult inpatient setting, including providing supervision and support to other staff as required.
4. Proven high level interpersonal skills, both oral and written communication, along with negotiation, conflict resolution and decision making, with the ability to deliver comprehensive oral and written reports and demonstrate experience and knowledge in liaising with other services and agencies in the context of providing specialist mental health services.
5. Demonstrated knowledge of relevant policies and procedures and associated legislation which impact upon the inpatient setting.

## 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](#).