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## SA Health Job Pack

Job Title	Consultant Psychiatrist
Eligibility	Open to Everyone
Job Number	689888
Applications Closing Date	26/4/2019
Region / Division	Country Health SA Local Health Network
Health Service	Rural & Remote - Mental Health Service
Location	GLENSIDE
Classification	MD2
Job Status	Permanent Part-time position working 7.5 hours per week
Total Indicative Remuneration	\$313,449 - \$580,544 pa (Pro-rata)

## Contact Details

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## Criminal History Assessment

Applicants will be required to demonstrate that they have undergone an appropriate criminal and relevant history screening assessment/ criminal history check. Depending on the role, this may be a Department of Communities and Social Inclusion (DCSI) Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:

- ☒ Child Related Employment Screening - **DCSI**
- ☐ Vulnerable Person-Related Employment Screening - **NPC**
- ☒ Aged Care Sector Employment Screening - **NPC**
- ☐ General Employment Probity Check - **NPC**

Further information is available on the SA Health careers website at [www.sahealth.sa.gov.au/careers](http://www.sahealth.sa.gov.au/careers) - see Career Information, or by referring to the nominated contact person below.

## Immunisation

### **Risk Category A (direct contact with blood or body substances)**

*This role carries specific immunisation requirements. To be eligible for appointment in this role you will be required to meet the immunisation requirements associated with Category A (direct contact with blood or body substances). [Please click here for further information on these requirements.](#)*

# Guide to submitting an application

Thank you for considering applying for a position within SA Health. Recruitment and Selection processes across SA Health are based on best practice and a commitment to a selection based on merit. This means treating all applications in a fair and equitable manner that aims to choose the best person for the position.

A well presented, easy to read application will allow the panel to assess the information they need from your application. To give yourself the best opportunity to reach interview, the application should clearly and concisely demonstrate to the selection panel that you are suitably equipped to perform the role, and that you possess all of the stated minimum essential skills, abilities, knowledge, experience and educational qualifications (where required).

The online application form to apply for this position will ask for employment history, education, qualifications and referees however to understand the position and requirements we suggest you become familiar with the attached Job and Person Specification.

We request that you attach the following to your application -

- ✍ **A covering letter** of up to 2 pages introducing yourself to the selection panel and describing your skills, abilities, knowledge, qualifications and experience in relation to the position;
- ✍ **A current Curriculum vitae/Resume** that includes your personal details, relevant employment history, education, training courses, qualifications and professional memberships.

\* Refer to <http://www.sahealthcareers.com.au/information/> for further information regarding

- The Indicative Total Remuneration which is inclusive of Award salary, superannuation and other monetary benefits.
- Information for Applicants
- Criminal History Assessment requirements



## ROLE DESCRIPTION

<b>Role Title:</b>	Consultant Psychiatrist
<b>Classification Code:</b>	MD2
<b>LHN/ HN/ SAAS/ DHA:</b>	Country Health SA Local Health Network Inc. (CHSALHN)
<b>Hospital/ Service/ Cluster</b>	Mental Health Service (MHS)
<b>Division:</b>	Select Rural Region
<b>Department/Section / Unit/ Ward:</b>	Select Local Team Select Service Type
<b>Role reports to:</b>	Clinical Director, CHSALHN MHS
<b>Role Created/ Reviewed Date:</b>	Created 2008 / Reviewed July 2018
<b>Criminal History Clearance Requirements:</b>	<input checked="" type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child- Prescribed (DCSI) <input type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)

## ROLE CONTEXT

### Primary Objective(s) of role:

The Consultant Psychiatrist's (CP) primary objective is to provide high standard, cost effective, clinical services to consumers across Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS) through consultation with the local and regional mental health clinicians, general practitioners and other services providers involved in the providing mental health services. The CP shall provide leadership in the improvement of clinical outcomes and implementing clinical change in psychiatry services across CHSALHN MHS.

### Key Relationships/ Interactions:

#### Internal

- > Directly reports and is accountable to the Clinical Director CHSALHN MHS.
- > Participates in a range of clinical, professional and other strategic committees, working groups within CHSALHN as required.
- > Provides a key clinical leadership and consultancy role to community mental health teams and other clinical service providers within the country mental health service networks.
- > Supervises the clinical practice of allocated trainee medical officers within CHSALHN MHS.
- > Develops and maintains cooperative and productive working relationships with all members of the multidisciplinary MHS, and members of local health agencies, other medical specialists and other senior health professionals within the Service.

#### External

- > As required, liaises with MH consumers, carers and family, community organisations, external service providers, contractors, and stakeholders across other government and non-government departments.
- > Works collaboratively with acute hospital services to ensure high quality and safe consumer journey for country consumers who require acute or emergency care in Approved Treatment Centres.
- > Develop and maintain cooperative working relationships with Metropolitan Mental Health colleagues, consumers, the broader community, the Public Advocate and the Guardianship Board.

**Challenges associated with Role:**

Major challenges currently associated with the role include:

- > Working in a professional manner at all times to support the maintenance of a positive image for Country Health SA Local Health Network Inc. (CHSALHN), influences the development and fostering of effective internal and external partnerships and relationships, and ensures best quality and continual improvement of administrative service.
- > Utilising the Digital Telehealth Network (DTN) to communicate with members across CHSALHN and SA Health and to conduct clinical assessments to consumers working in working in and/or with people from a rural and or remote and very remote locations
- > Demonstrating a strong awareness of and commitment to, the achievement of a recovery oriented framework and model of care across SA, which aims to delivers effective, appropriate and sustainable health care outcomes.
- > Contributing to smooth transitions and advice between country and metropolitan services in a manner that supports consumer's mental health illness recovery journey
- > Establishing collaborative networks in a changing environment.
- > Reducing duplication and improving effectiveness.
- > Translating new technologies into value adding, tangible interventions.

**Delegations:**

- > Nil.

**Resilience:**

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

**Performance Development:**

The incumbent will be required to participate in the organisation's Performance Review and 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.

**General Requirements:**

Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Policies and Procedures and legislative requirements including but not limited to:

- > Work Health and Safety (WHS);
- > Equal Employment Opportunities (including prevention of bullying, harassment and intimidation);
- > Keeping Them Safe Legislation (inclusive of Mandatory Notifier);
- > Disability Discrimination;
- > Code of Fair Information Practice;
- > 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;
- > Delegations of Authority;
- > Privacy Act;

- > Freedom of Information Act;
- > SA Information Privacy Principles;
- > Code of Fair Information Practice;
- > Occupational Health Safety and Welfare Act;
- > Workers Rehabilitation and Compensation Act;
- > Equal Opportunity Act;
- > South Australian Health Commission Act;
- > SA Coroner's Act;
- > 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 SA Health; and
- > Applying the principles of the South Australian Government's Risk Management Policy to work as appropriate.

#### **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 Statement:**

CHSALHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. CHSALHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

#### **Special Conditions:**

- > A current driver's license is essential, as is a willingness to drive on country roads and travel in light aircraft as required. Intra state travel will be required; interstate travel may be required.
- > Flexibility and some out of hours work may be required.
- > It is mandatory that no person, whether or not currently working in SA Health, will be eligible for appointment to a position in SA Health unless they have obtained a satisfactory Background Screening and National Criminal History Clearance.
- > *Prescribed Positions* under the *Children's Protection Act (1993)* must obtain a satisfactory Background Screening and National Criminal History Clearance through the Screening and Licensing Unit, Department for Communities and Social Inclusion (DCSI).
- > *Approved Aged Care Provider Positions* as defined under the *Accountability Principles 1998* made in pursuant to the *Aged Care Act 2007 (Cth)* must obtain a satisfactory National Police Certificate (NPC) through the South Australia Police confirming the clearance is for the purpose of working in Aged Care.
- > *Prescribed Positions* will also require a NPC general probity clearance.

- > Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue.
- > 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.
- > Country Health SA Local Health Network Mental Health embraces the principles of positive psychology and aims to be a flourishing Mental Health service that impacts meaningfully and positively on the communities it serves. To this end, CHSALHN Mental Health promotes the principles of PERMA, as described by Dr Martin Seligman- Adelaide Thinker in Residence Program, for our staff, consumers and partners.
- > CHSALHN requires all Medical staff fulfil their obligations in respect of meeting standards of professional practice including, as required by:
  - Relevant State and Federation Legislation;
  - Medical Board of South Australia;
  - Country Health SA LHN Credentialing and Defining the Scope of Clinical Practice Committee for Medical and Dental Practitioners;
  - Credentialing and Defining the Scope of Clinical Practice of All Health Care Professionals;
  - The relevant professional specialist college guideline; and
  - Medical Board of South Australia Code of Professional Conduct – Good Medical Practice as varied from time to time.
- > Required to participate in Specialist College CPD programs and recertification, where applicable.

## Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Strategic Clinical Leadership	<ul style="list-style-type: none"> <li>&gt; Contribute to developing an innovative and sustainable mental health service delivery system within CHSALHN.</li> <li>&gt; Ensure that clinical services operate within the philosophy of CHSALHN across inpatient, outpatient, community and home based settings.</li> <li>&gt; Provide specialist psychiatry services to country consumers and clinical leadership in a range of settings in both country and metropolitan areas, including inpatient, distance consultation utilising videoconferencing and telephone, emergency triage and liaison, in community and other settings in or close to people's homes.</li> <li>&gt; Foster partnerships between health care providers across a range of disciplines and services to enhance the capacity for multi-disciplinary care.</li> <li>&gt; Provide specialist medical services to consumers and support clinical staff to assess and guide the management of complex cases, or provide a second consultant opinion.</li> <li>&gt; Contribute effectively to the teaching/training of undergraduate students and postgraduate medical trainees, and ensure the participation of others in teaching and mentoring programs.</li> <li>&gt; Liaise with country mental health care providers to ensure services are relevant to country needs and effectively integrate into mental health responses across country SA.</li> <li>&gt; Foster use of least restrictive clinical practice to reduce incidence of restraint and to reduce application of Inpatient Treatment Orders.</li> </ul>
Leadership in Quality, Safety and Risk Management	<ul style="list-style-type: none"> <li>&gt; Work in conjunction with metropolitan and country based clinical services and staff to provide high quality and safe clinical care that results in optimal consumer outcomes and helps reduce the need to transfer people out of their local community.</li> <li>&gt; Ensure compliance with standards of practice, CHSALHN and CHSALHN MHS policies and procedures.</li> <li>&gt; Involvement in the complaints response process of CHSALHN MHS and using this as a service improvement activity.</li> <li>&gt; Create a climate of risk awareness.</li> <li>&gt; Systematically identify, analyse, evaluate and address significant risks that might impact on service delivery.</li> <li>&gt; Ensure sentinel events, potential medical negligence claims and adverse consumer incidents are reported and managed appropriately.</li> <li>&gt; Represent CHSALHN in state wide safety, quality and risk management initiatives.</li> </ul>
Quality Improvement in line with National Standards	<ul style="list-style-type: none"> <li>&gt; Participate in and provide support to staff in the Quality Improvement and Accreditation process.</li> <li>&gt; Formulate, implement and review clinical policies, procedures and local worksite instructions for the service.</li> <li>&gt; Maximise the participation of consumers and carers in the planning and evaluation of services.</li> <li>&gt; Evaluation and continuous improvement of work practices and services.</li> </ul>
Research Led Service Delivery	<ul style="list-style-type: none"> <li>&gt; Foster CHSALHN MHS recognition as a leader in growing research that is of direct relevance to the mental health and wellbeing of country people in SA.</li> <li>&gt; Contributes to the research agenda that drives the way CHSALHN MHS is planned and delivered and ensure that staff are active participants in the research activities as well as the translation of outcomes.</li> <li>&gt; Support funding sustainability of the research effort and find new</li> </ul>

	<p>opportunities for investment.</p> <ul style="list-style-type: none"> <li>&gt; Promote all research activities and outcomes.</li> <li>&gt; Safeguard the research activities to ensure that it provides health benefit to country South Australians.</li> <li>&gt; Provide good governance around the research activities that is linked closely to the leadership and governance arrangements of country mental health services.</li> <li>&gt; Contribute to the transparency, inclusiveness and promotion of research agenda including the monitoring of agreements.</li> <li>&gt; Contribute to the evaluation of new services and key mental health reform projects.</li> <li>&gt; Actively seek research and funded project opportunities and support staff in these activities.</li> <li>&gt; Publish in medical papers/journals and/or presenting at conferences or workshops and support staff in these activities.</li> </ul>
Effective Governance and Management	<ul style="list-style-type: none"> <li>&gt; Ensure that service provision and the activities of CHSALHN MHS are consumer focussed, professionally and effectively conducted by contributing to the development of an integrated, evidenced based team approach and culture which is highly responsive to the needs of business partners and external clients.</li> <li>&gt; Provide supervision, mentoring and development opportunities for the service.</li> <li>&gt; Ensure all mandatory training is undertaken within the required timeframe.</li> <li>&gt; Identify through the annual performance review, training and development opportunities.</li> <li>&gt; Support and encourage organisation, professional and personal training and development activities.</li> <li>&gt; Ensure the provision of clinical supervision and support to clinical mental health staff.</li> </ul>



## **Knowledge, Skills and Experience**

### **ESSENTIAL MINIMUM REQUIREMENTS**

#### **Educational/Vocational Qualifications**

- > Fellowship of the Royal Australian & New Zealand College of Psychiatrists.
- > Registrable with the Australian Health Practitioner Regulation Agency (AHPRA) as a Consultant Psychiatrist.
- > Demonstrated participation in continuing medical education since attaining qualification in psychiatric medicine.

#### **Personal Abilities/Aptitudes/Skills:**

- > Demonstrated clinical excellence in psychiatric medicine.
- > Demonstrated professional integrity.
- > Demonstrated ability to work in a multidisciplinary team environment.
- > Demonstrated high level of skills in communicating, negotiating and mediating.
- > Demonstrated level of interpersonal skills that engender the trust, cooperation and confidence of others.
- > Demonstrated clinical expertise of the highest order.
- > Demonstrated leadership in the improvement of clinical outcomes and implementing clinical change
- > Demonstrated leadership in the analysis, implementation and review of best practice clinical process, systems and evidence-based practice.
- > Proven ability to think creatively, identify and apply alternative solutions to problems both independently and in groups.
- > Proven ability to conduct investigations, negotiate and achieve an end point in a sensitive and objective manner.
- > Demonstrated ability to be flexible, adaptable and innovative in a changing work environment.
- > Demonstrated ability to work co-operatively with a diverse range of people to achieve goals and solve problems in both group and one to one situations.
- > Demonstrated leadership skills and ability to influence and implement change.
- > Capacities to critically examine work practices and systems and develop practical solutions in keeping with the concept of continuous productivity improvement.
- > Ability to plan and organise workload, determines priorities and produce work to a deadline.
- > Demonstrated ability to be adaptable to change.
- > Demonstrated commitment to staff and consumer participation in service planning.

#### **Experience**

- > Working with multi-disciplinary teams.

#### **Knowledge**

- > Understanding of quality improvement principles.
- > Understanding of administrative policies and practices in a Local Health Network.
- > Understanding of management issues within a clinical setting.
- > Understanding of the rights and responsibilities of consumers and their families.
- > Understanding of workforce health and safety practices.

## **DESIRABLE CHARACTERISTICS**

### **Educational/Vocational Qualifications**

- > Post Graduate qualification in leadership management.

### **Personal Abilities/Aptitudes/Skills:**

- > Demonstrated clinical excellence in psychiatric medicine with advanced skills in the care of consumers from a rural setting.

### **Experience**

- > Experience working with Indigenous Australians.
- > Experience in working in a consultation liaison capacity with rural general practitioners and primary health care providers.
- > Experience in using information and communications technology in the clinical care of consumers.
- > Experience in teaching at the undergraduate and postgraduate levels.
- > Experience in research initiatives.
- > Development of action plans and systems for achievement of goals.
- > Experience in working with rural multidisciplinary mental health teams.
- > Experience in system development and quality improvement activities.

### **Knowledge**

- > Knowledge of health unit structures and functions of country hospital settings.
- > Knowledge of health unit systems, policies and procedures, and the inter-relationship of various hospital divisions and departments in a country context.

## Organisational Context

### Organisational Overview:

Our mission at SA Health is to lead and deliver a comprehensive and sustainable health system that aims to ensure healthier, longer and better lives for all South Australians. We will achieve our objectives by strengthening primary health care, enhancing hospital care, reforming mental health care and improving the health of Aboriginal people.

SA Health is committed to a health system that produces positive health outcomes by focusing on health promotion, illness prevention and early intervention. We will work with other government agencies and the community to address the environmental, socioeconomic, biological and behavioural determinants of health, and to achieve equitable health outcomes for all South Australians

### Our Legal Entities:

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health and Wellbeing.

The legal entities include but are not limited to Department for Health and Wellbeing, Central Adelaide Local Health Network, Northern Adelaide Local Health Network, Southern Adelaide Local Health Network, Women's and Children's Health Network, Country Health SA Local Health Network and SA Ambulance Service.

### SA Health Challenges:

The health system is facing the challenges of an ageing population, increased incidence of chronic disease, workforce shortages, and ageing infrastructure. The SA Health Care Plan has been developed to meet these challenges and ensure South Australian's have access to the best available health care in hospitals, health care centres and through GPs and other providers.

### Health Network/ Division/ Department:

CHSALHN oversees the rural public health system in South Australia (SA). We provide community, rehabilitation and acute services to approximately a third of SA's population and is the largest service provider in country SA. The Vision of CHSALHN is to transform health care and actively deliver health benefits so that rural and remote South Australians live healthy lives. Within this broader context, the mission of CHSALHN is to:

- > Support rural and remote South Australians to be healthy;
- > Commit to partnering with individuals, communities and staff to deliver high quality, high value health care that enhances the lived experience of rural and remote South Australians and their cares and families; and
- > Commit to enhancing the satisfaction, and promoting the talent, of its workforce.

CHSALHN MHS' mission is *"To be a flourishing mental health service that impacts meaningfully and positively on the communities it serves"*. Within this context, there are 5 key goals that support the achievement of the Directorate's vision of *"Transforming health care and actively delivering health benefit."* These are to achieve:

- > Effective, appropriate and sustainable mental health services;
- > Access to empowering and appropriate mental health services;
- > An appropriate, skilled & well supported mental health workforce;
- > Collaborative and research based mental health service planning and policy development; and
- > Strong leadership through governance, transparency and accountability.

## 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.

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:**