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## SA Health Job Pack

Job Title	Mental Health Clinician - Psychologist
Eligibility	Open to Everyone
Job Number	837552
Applications Closing Date	18 August 2023
Region / Division	Yorke and Northern Local Health Network
Health Service	Mental Health Team
Location	Kadina
Classification	Multi-classed AHP2 or RN/M2C
Job Status	Ongoing Full Time
Salary	\$85,665 - \$99,241 p.a. AHP2

## Contact Details

Full name	Meagan Catford
Position	Acting Executive Assistant to Director of Mental Health
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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 Human Services (DHS) Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:

- ☒ Working with Children Check (WWCC) - **DHS**
- ☐ National Disability Insurance Scheme (NDIS) Worker Check- **DHS**
- ☒ Unsupervised contact with Vulnerable groups- **NPC**
- ☐ Unsupervised contact with Aged Care Sector- **DHS**
- ☐ No contact with Vulnerable Groups - 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 [Guidelines for Applicants](#) for further information regarding

- Salary Packaging
- Opportunities for movement within SA Health
- Flexible working arrangements
- Criminal History screening and background checks
- Immunisation requirements
- Rights of review
- Information for applicants

# POSITION DESCRIPTION

<b>Job Title</b>	Psychologist	<b>Classification</b>	AHP2	<b>Position Number</b>	P24325
<b>LHN</b>	Yorke & Northern Local Health Network Inc	<b>Term</b>	Ongoing	<b>Position Created</b>	January 2016
<b>Area</b>	Yorke Peninsula – Mental Health	<b>FTE</b>	1	<b>Last Updated</b>	January 2023
<b>Criminal History Clearance Requirements:</b> <input checked="" type="checkbox"/> NPC – Unsupervised Contact with Vulnerable Groups <input type="checkbox"/> NDIS Worker Screening <input checked="" type="checkbox"/> DHS Working with Children Check (WWCC)					
<b>Immunisation Risk Category:</b> <input checked="" type="checkbox"/> Category A (direct contact with blood or body substances) <input type="checkbox"/> Category B (indirect contact with blood or body substances) <input type="checkbox"/> Category C (minimal patient contact)					

## Broad Purpose of the Position

The Psychologist applies clinical experience, clinical knowledge and professional competence to plan, implement and evaluate a comprehensive and integrated range of services, appropriate to the needs of the consumers of the services within the Local Health Network Yorke and Northern Mental Health (MH) service and the local community.

The Psychologist works under reduced clinical direction, and may contribute to the clinical support and supervision of other psychologists allied health professionals, and students. As a member of a multi-disciplinary team, the Psychologist utilises a range of psychological assessments and psychological interventions, including evidence-based therapeutic approaches, early psychological interventions, individual and family approaches, group programs, and community development programs as required.

## Qualifications

Must hold general registration as a Psychologist with the Psychology Board of Australia. This normally requires at least an Honours Degree in Psychology and subsequent completion of 2 years of Board approved supervision and training as a Provisional Psychologist, either by completion of an approved Psychology postgraduate degree or in a Board approved psychology internship, or an equivalent qualification as determined by the Psychology Board of Australia.

Clinical endorsement with Australian Health Practitioner Regulation Agency (AHPRA) or eligible and willing to participate in AHPRA Clinical Psychology Registrar Program is desirable.

## 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

Yorke & Northern Local Health Network Inc welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. This LHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

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## 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 National Police Certificate (NPC).
- Prescribed Positions under the Child Safety (Prohibited Persons) Act 2016 must obtain a satisfactory Working With Children Check (WWCC) through the Department of Human Services (DHS) Screening Unit.
- 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 Australian Police confirming the clearance is for the purpose of unsupervised contact with vulnerable groups.
- Prescribed positions under the Disability Services Act 1993 must obtain a satisfactory Disability Services Employment Screening through the Department of Human Services (DHS) Screening Unit.
- NPCs and DHS Disability Services Employment Screenings must be renewed every 3 years thereafter from date of issue.
- WWCCs must be renewed every 5 years thereafter from date of issue.
- Will be required to comply with the requirements of the Yorke & Northern Local Health Network Inc Procedure for Credentialling Allied Health and Scientific Health Professionals
- Appointment is subject to immunisation risk category requirements (see page 1). There may be ongoing immunisation requirements that must be met.

## Key Relationships

- Receives line supervision from the Mental Health Team Leader
- Receives clinical supervision, advice, and support from Advanced Clinical Lead, Psychology and/or the Clinical Senior psychologist under formal arrangement in accordance with the *Local Health Network's Allied Health Clinical Support Framework*.
- Works under the clinical supervision, advice and support of the Advanced Clinical Lead, Psychology and/or the Clinical Senior, Psychologist in accordance with the LHN's *Allied Health Clinical Supervision Framework*.
- Works within a multi-disciplinary team framework, in collaboration with other health professionals, service providers and the community.
- May be required to temporarily fulfill a higher position, appropriate to the incumbent's skills and capacity

Key Result Areas	Generic Requirements	Specific or Local Requirements
1. Technical Skills and Application	<p>1.1 Apply professional expertise, developing generalist / specialist knowledge, clinical competence and experience to provide professional services to client groups in circumstances requiring increasingly complex practice skills.</p> <p>1.2 Exercise professional judgment in the selection and adaptation of established methods, procedures and techniques within the profession.</p> <p>1.3 May provide a broad range of clinical and consultative services across a range of service settings, including one-on-one, group based and health promotion activities.</p> <p>1.4 Manage and prioritise personal workload and support others in developing workload management plans, including in the allocation of team resources</p>	<p>The incumbent:</p> <ul style="list-style-type: none"> <li>▪ Continues to develop and maintain the core mental health skills and knowledge essential in being able to offer a quality and safe mental health service to consumers with a severe and enduring mental illness within a multidisciplinary context;</li> <li>▪ Contributes to the coordination and delivery of high quality Psychology services to consumers, their carers and families;</li> <li>▪ Conducts formal psychological assessments of eligible consumers using psychometric tests and other specialist assessment measures as appropriate;</li> </ul>

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		<ul style="list-style-type: none"> <li>Devises and implements psychological treatment programs including the application of a range of evidence-based therapeutic approaches (which may include group programs), and using videoconferencing and other technologies as appropriate;</li> <li>Makes a contribution, in accordance with experience, skills and knowledge, to professional leadership in the application of clinical protocols and standards within the multidisciplinary team and health team/unit;</li> <li>Evaluates and reflects on own practice and effectiveness as a clinical practitioner, with the assistance of professional supervision and within the requirements of ongoing registration with the Psychology Board; and</li> <li>Contributes to improvements in health outcomes by applying psychological principles and practices to the development and delivery of services to consumers.</li> </ul>
2. Personal and Professional Development	<p>2.1 Work under reduced clinical supervision, and proactively draw on the support of experienced peers of diverse professional backgrounds, Clinical Seniors, Advanced Clinical Leads and / or managers when required.</p> <p>2.2 Display a commitment to continuous personal and professional development by:</p> <ul style="list-style-type: none"> <li>a. Attending all mandatory training and actively pursuing other training and development as required to maintain currency of clinical knowledge</li> <li>b. Applying well-developed reflective practice skills to your own work, and supporting peers / students / supervised staff to develop reflective practice skills</li> <li>c. Utilising the support of mentors and peers</li> <li>d. Actively participating in the Professional Development and Review (PDR) process, including developing and pursuing a personal / professional development plan in consultation with your line manager / clinical supervisor</li> <li>e. May provide professional leadership in the relevant network, including facilitating access to training for professional staff</li> </ul> <p>2.3 May be required to contribute to clinical / professional supervision, support and oversight of AHP1 level staff, allied health assistants and profession-specific professional students or multi-disciplinary student teams.</p> <p>2.4 Develop, share and support your peers to gain knowledge of effective practice through research, evaluation of services and information sharing (eg: via professional networks and presenting papers for conferences and / or publishing)</p>	<p>The incumbent:</p> <ul style="list-style-type: none"> <li>In accordance with the Psychology Board of Australia and the LHN <i>Allied Health Clinical Supervision Framework</i>, actively engages in and develops a formal clinical supervision agreement with the Clinical Senior, Psychology and/or Advanced Clinical Lead, Psychology;</li> <li>Takes responsibility for attendance, preparation of agenda and formal reporting to ensure requirements for ongoing registration and credentialing with Psychology Board of Australia and the LHN Allied Health Clinical Supervision Framework are met;</li> <li>Actively participates within the regional LHNs Rural Psychology Professional Network and the LHN MH service professional development activities;</li> <li>Adopts a proactive approach to developing and maintaining contemporary knowledge and skills in the Psychology profession through participation in continuing education and staff development;</li> <li>Develops and maintains inter and intra-professional clinical networks across South Australia (SA) and within regional LHN MH service and SA Health;</li> <li>Actively shares and seeks out knowledge relevant to mental health practice and shares knowledge from professional development workshops and conferences</li> </ul>

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		<p>with staff from the Psychology Discipline and members of regional LHN MH service;</p> <ul style="list-style-type: none"> <li>▪ Contributes to the supervision and support of students on clinical placement within the Psychology profession; and</li> <li>▪ Attends mandatory and non-mandatory training opportunities required by the organisation and/or recommended by the direct line manager or clinical supervisor.</li> </ul>
3 Client / Customer Service	<p>3.1 Treat all clients with respect, be responsive to their needs, and act on opportunities to improve the quality of customer service in your operational area.</p> <p>3.2 Promote cultural safety by valuing and promoting the cultural needs of the community.</p> <p>3.3 Contribute to improvements in the patient-journey driven distribution of services and apply client-centred practice and community engagement principles in development and delivery of services; ensuring clients are meaningfully involved in all aspects of their care</p>	<ul style="list-style-type: none"> <li>▪ Collaborates with consumers to set, implement and develop ways to review their own goals;</li> <li>▪ Provides psychological services to consumers, which may include working with their carers and families;</li> <li>▪ Promotes an approach to service provision within the team, service and region which is consistent with a recovery orientation;</li> <li>▪ Provides services that are relevant to the needs of consumers and enable them to make decisions concerning their health in culturally appropriate ways; and</li> <li>▪ Supports practice and services that are culturally safe and aware, in collaboration with Aboriginal Cultural Support Workers.</li> </ul>
4 Administration and Documentation	<p>4.1 Comply with organisational requirements for the accurate and timely completion of documentation and statistics.</p> <p>4.2 Contribute to the efficient and effective use of materials and resources.</p> <p>4.3 Prepare reports and / or recommendations to assist management decision making</p> <p>4.4 Appropriately identify, use and apply relevant policies, procedures, reporting and documentation systems.</p> <p>4.5 Competently utilise the Microsoft Office suite of software, Email and Internet in fulfilling the requirements of the role</p> <p>4.6 May be required to coordinate discrete projects and / or contribute to areas of policy that are considered to be complex, requiring discipline knowledge and experience, and which are undertaken under limited direction.</p>	<p>The incumbent:</p> <ul style="list-style-type: none"> <li>▪ Maintains professional documentation and contributes to the development of consumer care plans;</li> <li>▪ Contributes to the review, development and adaptation of clinical and administrative resources to support continuing practicing Improvement (CPI) initiatives;</li> <li>▪ Participates in all auditing and evaluation (internal and external) procedures and recommendations;</li> <li>▪ Maintains appropriate statistics and records in accordance with the LHN and SA Health requirements;</li> <li>▪ Utilises the Safety Learning System (SLS) to report consumer risks, incidents and consumer feedback;</li> <li>▪ From the Psychology professional perspective, writes clear, detailed and comprehensive reports appropriately documenting clinical opinion and recommendations;</li> <li>▪ Prepares formal typed reports of psychological assessments and interventions;</li> </ul>



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		<ul style="list-style-type: none"> <li>Ensures documentation of assessments, actions and outcomes in consumer records;</li> <li>Ensures compliance with organisational requirements regarding participation in monitoring and evaluating outcomes, record keeping, data collection and administrative processes; and</li> <li>Contributes to the effective research, planning, coordination, reporting and evaluation of minor projects or aspects of major projects as required.</li> </ul>
5 Teamwork and Communication	<p>5.1 Utilise professional knowledge and skills in contributing to research and / or service development activities at the local level and / or within your profession across Yorke &amp; Northern Local Health Network Inc; to support the effective, efficient, equitable distribution (according to need) and evidence-based nature of this Local Health Network's services.</p> <p>5.2 Promote service integration through the development of active collaborative partnership with relevant agencies and individuals.</p> <p>5.3 Work positively within a team, foster teamwork, and support others to develop effective working relationships and achieve team goals</p> <p>5.4 Communicate and negotiate effectively (both verbally and in writing) with a diverse range of people including clients, the community, team members, management, and other stakeholders</p> <p>5.5 Work in accordance with SA Health and Yorke &amp; Northern Local Health Network Inc's vision, mission, strategic priorities and values</p>	<p>The incumbent:</p> <ul style="list-style-type: none"> <li>Works as a member of the multi-disciplinary team with clinical and administrative duties;</li> <li>Actively participates in regular team meetings and in a duty roster system for intake of referrals as appropriate/required;</li> <li>Actively participates in MH service-wide and local staff forums as required;</li> <li>Works effectively with other agencies to ensure that consumers are able to access coordinated care appropriate to their needs;</li> <li>Participates as a member of the Psychology professional group in the local region and across regional LHN MH services;</li> <li>From the Psychology professional stream, contributes actively and constructively to consumer care planning by offering a discipline perspective;</li> <li>Liaises with team members in the management of challenging behaviours, consumers with complex needs, and works with colleagues to resolve conflict situations;</li> <li>Provides psychology support and advice to community mental health teams, and other rural health service providers, as required; and</li> <li>Participates actively as a member of the regional LHN Rural Psychology Network.</li> </ul>
6 Continuous Improvement	<p>6.1 Contribute to quality improvement programs and other organisational activities required to meet service / accreditation standards and support supervised staff / students to comply with requirements.</p>	<p>The incumbent:</p> <ul style="list-style-type: none"> <li>Contributes to the ongoing review, development, evaluation and implementation of high quality and effective mental health services;</li> </ul>

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	<p>6.2 Proactively seek opportunities to improve professional tasks and services, by monitoring service access, emerging trends, and community needs, and contributing to ongoing evaluation of services.</p> <p>6.3 Seek client feedback on services and respond proactively to client complaints and feedback. As required, contribute to investigations of client complaints, with a view to informing systematic improvements in services.</p> <p>6.4 Contribute to discipline-specific and multi-professional research, service development, and advances of techniques used, through research (under direction), data analysis, evaluation of services and development of recommendations to assist Management decision making.</p> <p>6.5 Complying with the Code of Ethics for Public Sector Employees.</p>		<ul style="list-style-type: none"> <li>▪ Contributes to the effective use of clinical resources, through optimising the balance between direct service provision to individuals and groups, preventative and health promotion activities and consultancy to external agencies;</li> <li>▪ In collaboration with the direct line manager, develop reports, submissions and proposals as required;</li> <li>▪ Contributes to local quality improvement activities and accreditation;</li> <li>▪ Collects required data to evaluate the effectiveness of psychology services;</li> <li>▪ Participates in peer review and quality improvement procedures associated with psychology services; and Participates in the design and implementation of applied research programs which contribute to the improvement of service delivery.</li> </ul>
<p><b>Approved by Authorised Officer</b></p>	<p>..... / /</p>	<p><b>Accepted by Incumbent</b></p>	<p>..... / /</p>



# APPLICANT GUIDELINES

<b>Job Title</b>	Psychologist	<b>Classification</b>	AHP2
<b>LHN</b>	Yorke & Northern Local Health Network Inc	<b>Term</b>	Ongoing
<b>Area</b>	Yorke Peninsula, Mental Health Team	<b>FTE</b>	1

To apply for the position, you will need to provide:

- (1) A current Curriculum Vitae (CV), outlining your relevant qualifications, work experience and contact details of 3 professional referees
- (2) A cover letter, including:
  - Title of the position and vacancy reference number (from advertisement)
  - Outline of your reasons for applying for the position
  - Brief summary of your ability to fulfil the role:
    - Please address each of the 6 Key Result Areas (KRA) separately, using dot points. Refer to the table below for some suggestions of type of information you may like to include.
    - You do not need to address the selection criteria individually in your written application. They may be used to assess your suitability for the role during the merit-based selection process.
    - Keep it brief – no more than 2 pages

Please forward your application by the due date, as per the details outlined in the job advertisement.

Key Result Area	Selection Criteria
1. Technical Skills and Application	a) Your professional qualifications, professional association membership and registration status (if relevant) – <i>refer to page 1 for minimum qualification requirements</i> b) Broad professional experience <i>relevant to this role</i> : <ul style="list-style-type: none"> <li>▪ Outline scope and nature of previous professional roles, including experience working in rural and remote contexts;</li> <li>▪ Previous involvement in service development, including research and evaluation;</li> <li>▪ Change management and project management skills / experience;</li> <li>▪ Competency in applying primary health care principles;</li> <li>▪ Experience in the administration of structured psychological assessments and the preparation of formal psychological reports;</li> <li>▪ Experience in the design, implementation and monitoring of planned interventions for consumers with complex needs, including cognitive behavioural and other approaches;</li> <li>▪ Experience in the provision of psychological services in an acute acute, community and rehabilitation mental health setting; and</li> <li>▪ Experience in psychological group treatments.</li> </ul> c) Examples of other skills, knowledge or experiences that demonstrate your suitability for the role Creativity, adaptability, resourcefulness, prioritisation and problem solving skills.
2. Personal & professional development	a) Outline previous initiatives that demonstrate your commitment to reflective practice, and proactive development of self and others. E.g.: <i>relevant</i> additional professional development or qualifications b) Information about <u>your leadership / management style and experience</u>
3. Client / Customer Service	a) Knowledge of and commitment to Yorke & Northern Local Health Network Inc services, priorities & strategic directions. b) Examples that demonstrate skills in community engagement, client-centred practice and cultural competency.
4. Administration & Documentation	a) Information about relevant skills, experience and training – including those related to data management, competent use of technology etc.
5. Teamwork and Communication	a) Examples of how you have contributed previously to service planning and development b) Outline your communication, teamwork and problem solving skills, with examples
6. Continuous Improvement	a) Examples of how you have contributed previously to quality improvement, evaluation, outcome measures and research