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## SA Health Job Pack

Job Title	Clinical Psychologist
Job Number	664623
Applications Closing Date	24 August 2018
Region / Division	Southern Adelaide Local Health Network
Health Service	Mental Health Services - Noarlunga
Location	Noarlunga Centre
Classification	AHP2
Job Status	Part-time (18.75 hrs p/wk) Temporary until 1 March 2019
Indicative Total Remuneration*	\$86,052 - \$99,495 p.a. (Pro-rata)

## 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.

## Contact Details

Full name	Lydia Forbes
Phone number	8384 9969
Email address	Lydia.Forbes@sa.gov.au

# 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



## Southern Adelaide Local Health Network (LHN) JOB AND PERSON SPECIFICATION (NON-MANAGERIAL)

<b>Role Title:</b>	Clinical Psychologist
<b>Classification Code:</b>	AHP2
<b>LHN/ HN/ SAAS/ DHA:</b>	SOUTHERN ADELAIDE LOCAL HEALTH NETWORK
<b>Hospital/ Service/ Cluster</b>	Noarlunga Health Services
<b>Division:</b>	Mental Health
<b>Department/Section / Unit/ Ward:</b>	Trevor Parry Centre
<b>Role reports to:</b>	<b>Operationally:</b> Manager Trevor Parry Centre <b>Professionally:</b> Principal Clinical Psychologist
<b>Role Created/ Reviewed Date:</b>	May 2018
<b>Criminal History Clearance Requirements:</b>	<input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child- Prescribed (DCSI) <input checked="" type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)
<b>Immunisation Risk Category:</b>	<input type="checkbox"/> Category A (direct contact with blood or body substances) <input checked="" type="checkbox"/> Category B (indirect contact with blood or body substances) <input type="checkbox"/> Category C (minimal patient contact)

### Job Specification

#### Primary Objective(s) of role:

The Clinical Psychologist as a member of the multidisciplinary team and is responsible for the provision of clinical psychology rehabilitation services to residents of the CRC. The Clinical Psychologist will provide direct input and discipline specific expertise into the formulation of individual rehabilitation support plans in collaboration with the resident (consumer), carer, referrer and other advocates and participants as identified and required, in order to enhance and facilitate individualised rehabilitation and recovery within the CRC and wider community.

The Clinical Psychologist is responsible as an advanced practitioner for the planning, coordination, delivery and evaluation of clinical rehabilitation services. The Clinical Psychologist may be involved in the supervision and support of Community Rehabilitation Workers, in their non-clinical role.

The Clinical Psychologist may also provide discipline specific consultancy services to the CRC team. The Clinical Psychologist is responsible for the provision of quality, evidence based and outcome driven psychological interventions and services for the residents of the CRC. The Clinical Psychologist will contribute to service evaluation in conjunction with the Manager and CRC staff team.

#### Direct Reports:

- Nil

### Key Relationships/ Interactions:

#### Internal

- Operationally reports to Manager Trevor Parry Centre
- Professionally reports to Principal Clinical Psychologist
- Build and maintain relationships with other mental health teams and services to ensure an integrated service delivery.
- In collaboration with other clinicians, provide daily support and oversight of Community Rehabilitation Workers while on shift as directed by the Manager.
- Works collaboratively with staff and all members of the health care team.
- Contributes to the day to day operations of the unit.

#### External

- Patients/carers/parents who are the research subjects.
- Relevant government and non-government organisations as required to meet the needs of the client group.

### Challenges associated with Role:

N/A.

### Delegations: (as defined in SALHN instruments of delegations)

Financial	N/A
Human Resources	N/A
Procurement	N/A

### 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 & 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 Act 2012* (SA) and when relevant WHS Defined Officers must meet due diligence requirements.
- *Return to Work Act 2014* (SA), facilitating the recovery, maintenance or early return to work of employees with work related injury / illness.
- Meet immunisation requirements as outlined in the *Immunisation for Health Care Workers in South Australia Policy Directive*.
- Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- *Children's Protection Act 1993* (Cth) – 'Notification of Abuse or Neglect'.
- Disability Discrimination.
- Information Privacy Principles.
- 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.
- 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 all SA Health practice and service delivery.
- 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.

#### **Special Conditions:**

- 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.
- Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue for 'Prescribed Positions' under the Children's Protection Act 1993 (Cth) or 'Approved Aged Care Provider Positions' as defined under the Accountability Principles 1998 made in pursuant to the Aged Care Act 2007 (Cth).
- Appointment and ongoing employment is subject to immunisation requirements as per Risk Category identified on page 1.
- 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.
- Required to be credentialed in accordance with SA Health's credentialing framework for Allied Health Professionals and support its implementation.
- Comply with the Principles of the Code of Fair Information Practice, adopted by the Department of Health, which regulate the collection, use, disclosure, storage and transfer of all personal patient/client information within the Department and throughout its funded service providers.
- Some out of hours work may be required.
- Some intra and interstate travel may be required.
- Support values consistent with the aims of SA Health and the LHN, including honesty, respect and integrity.
- Must have a current and valid driver's licence.
- May be required to undertake a health assessment prior to commencement.
- Job and Person Specifications are reviewed regularly as part of the ongoing Performance Development process.

## STATEMENT OF KEY OUTCOMES AND ASSOCIATED ACTIVITIES

**Residents will have improved self-management of mental illness. Residents will have greater functional capacity and be able to live more independently in the wider community.**

- Maximising the environment of the CRC as a “least restrictive” therapeutic and supportive learning environment for residents.
- Providing psychological interventions or arranging for services which further the resident’s skills of living and enhancing and developing such skills through the fostering, adoption and promotion of sustainable self-management strategies and behaviours.
- Will contribute to the development, implementation and evaluation of specialist clinical psychology programs including group programs.
- Will provide a range of specialist psychologist treatments for targeted residents and family work and support for carers as appropriate.
- Enabling residents to develop the necessary skills for community living in their environment.
- Supporting and teaching residents to identify warning signs of an acute episode of illness and to maximise individual self-management to reduce the impact of onset and minimise associated disability.

**Residents carers, families and community stakeholders will receive education and information in a manner which enables them to understand psychiatric illness and disability and the support available.**

- Provide education about mental health and impact of mental illness. Use information and knowledge to be shared with the resident, carers, community and service providers to support and facilitate and promote successful community living and integration.
- Developing collaborative working relationships with consumers, their families and carers.

**The CRC will have a co-ordinated approach to rehabilitation, treatment and care**

- Contribute to the effective and collaborative functioning of the multidisciplinary team
- Ensure that psychological interventions are consistent with the residents’ assessed needs and are well integrated and consistent with the rehabilitation provided by other disciplines and services.
- Work collaboratively and seamlessly with mental health and other service providers in facilitating positive rehabilitation and recovery opportunities through integrated care planning.
- The Clinical Psychologist will provide orientation, supervision and support to provisional psychologists undertaking clinical placements and in the education and training of students in other disciplines.
- Provide education, support and advice to Community Rehabilitation Workers in relation to their role.

**Professional Competencies are demonstrated through the provision of consistent high quality; evidence based interventions and associated activities.**

- Individual rehabilitation support plans will be created and implemented in conjunction and collaboration with residents, other CRC staff, carers, and other advocates and participants as required and identified.
- Discipline specific expertise, knowledge and skill base will be utilised in the application of rehabilitation and recovery, consumer focussed work practices and outcomes.
- Participating in Psychology professional development and quality activities within the CRC and wider community.
- Will practice within own abilities and qualifications and act as a consumer advocate in assisting residents to make informed choices in relation to their treatment and support options.
- Will maintain contemporary professional knowledge and skills through informal and formal clinical supervision, professional development and education.
- Delivering non-discriminatory treatment and support that is sensitive to the social and cultural values of the consumer, the consumer’s family and carers and the community.
- Participating in communication forums with staff, consumers, their families and carers.
- Being aware of own communication style and behaviours and modifying these to achieve positive outcomes and relationships.
- Providing honest and sensitive feedback, whilst being receptive to and encouraging constructive critical feedback.
- Will be responsible for contributing to an atmosphere and environment that is conducive to learning and safety for residents, staff and visitors to the CRC.

- Provide clinical psychological services in line with CRC expectations, professional standards, code of conduct and code of ethics.

**Staff will work together as a team, in an environment where work and continuous professional development is valued.**

- Performance Appraisal and review will afford all staff the best opportunities to improve individual and team knowledge and skills.
- Will provide leadership, orientation to students and staff within the team setting.
- Will work harmoniously with other team members to achieve service delivery excellence.
- Will resolve any workplace grievances or conflict in a professional manner and through correct organisational processes.
- Will maintain and initiate regular and professional communication with relevant colleagues and managers.
- Will contribute to team goals and objectives in a consistent, positive and innovative fashion.
- Will be actively involved in the formulation of team aims and objectives and contribute to the attainment of them.
- Will support, direct and supervise non-clinical team members in order to support the operational objectives of the CRC.
- Provide orientation to students and new staff of all disciplines, as required.

**Ensure that all consumers who are undergoing psychological treatment receive quality care of the highest ethical and clinical standard by:**

- Contribute to designing and implementing therapy consistent with evidence-based psychological practice.
- Assuming responsibility for the administration and interpretation of psychological assessment procedures.
- Conduct clinical evaluations to develop and implement service improvement programs in relation to rehabilitation and recovery.
- Participating in peer review and quality assurance procedures.
- Accepting appropriate professional and legal responsibility for the results and confidentiality of investigations.
- Keeping data on assessment and treatment in a manner that ensures they are legally presentable and defensible.

**Contributes to the achievement of professional expertise through the maintenance of on-going personal professional development / continuing education by;**

- Undertaking on-going professional development activities, clinical supervision and portfolio maintenance in compliance with AHPRA requirements.
- Supporting the development of others and contributing to learning in the work area
- Practicing within own level of skills and knowledge-base relevant to experience and professional background.

Contribute to a safe and healthy work environment, free from discrimination and harassment by working in accordance with legislative requirements, the Code of Ethics for the South Australian Public Sector and departmental human resource policies, including WHS requirements.

Commitment to achieving and complying with National Safety & Quality Health Service Standards.

Acknowledged by Occupant: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Person Specification

### 1. ESSENTIAL MINIMUM REQUIREMENTS

#### Educational/Vocational Qualifications

Appropriate degree or equivalent qualification recognised by the Psychology Board of Australia (PsyBA) and general registration with the Psychology Board of Australia.

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#### Personal Abilities/Aptitudes/Skills

- The ability to use knowledge of psychology and mental health to inform the assessment, diagnosis, formulation, treatment and prevention of psychological problems and mental illness with consumers with high and complex needs.
- High level of competence in designing and implementing evidence-based psychological interventions including individual and group work.
- Eligible to participate in AHPRA registrar program for endorsement in Clinical Psychology.
- Ability to provide Clinical Psychology consultation within a multidisciplinary team and to the wider community
- Ability to understand the value systems and cultural differences of people from diverse backgrounds.
- Advanced skills in working collaboratively with consumers, carers, other agencies and community services.
- Ability to work cohesively within the multi-disciplinary team;
- Ability to make effective contributions to clinical policy and program development and ability to contribute to clinically relevant research and evaluation.
- A high level of written and verbal communication skills including the ability to express complex ideas succinctly and logically.
- Ability to effectively manage time and other resources.
- Proven commitment to the principles and practise of:
  - EEO, Ethical Conduct, diversity and WHS;
  - Quality management and client oriented service;
  - Risk management.

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#### Experience

- Delivery of a range of clinical psychology services to people with severe psychiatric illness and disability, including psychological assessment and specialist therapeutic interventions.
  - Experience in the development and maintenance of therapeutic working relationships.
  - Skills in comprehensive program planning including community service co-ordination for social support.
  - Experience in the development of group therapy programs using evidence-based practice.
  - Successful participation in a multi-disciplinary team environment.
  - Ability to work collaboratively with a wide range of stakeholders.
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## **Knowledge**

- Understanding of current theoretical concepts and research strategies within the science of psychology and their application to mental health issues and problems.
  - Knowledge of rehabilitation and recovery frameworks and consumer centred practice and implications in service delivery.
  - Knowledge of community resources, formal and informal, relevant to people experiencing mental illness and/or psychiatric and other disabilities.
  - A general knowledge of relevant Acts and legislation pertaining to own profession.
  - General knowledge of the South Australian Mental Health Act and the Guardianship and Administration Act.
  - Understanding of Work Health Safety principles and procedures
  - Understanding of Quality Management principles and procedures
  - Understanding of Delegated Safety Roles and Responsibilities
  - Awareness of National Safety and Quality Health Service Standards
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## **2. DESIRABLE CHARACTERISTICS**

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

- Ability to/or willingness to role model evidence-based practice to other multidisciplinary team members to assist with rehabilitation program development.
  - Contracting and negotiation skills in collaborative planning, implementation and evaluation.
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### **Experience**

- A broad range of experience working with people with mental health problems.
- Experience in initiating, developing and evaluating partnership programs.
- Experience in community development.
- Experience in accessing, liaising with, monitoring and evaluating community resources and community projects.
- Proven experience in basic computing skills, including email and word processing

### **Knowledge**

- Knowledge of current Clinical Psychology assessment tools.
  - Familiarity with cognitive assessment tools and practices.
  - Knowledge of community resources, formal and informal, relevant to people with enduring mental health problems.
  - A general knowledge of the comprehensive individualised needs of consumers within CRC settings and how to tailor rehabilitation programs effectively.
  - Knowledge of evaluation methodologies and quality assurance mechanisms.
  - Knowledge of current developments and practices in mental health pertaining to Clinical Psychology.
  - Knowledge of major medication groups, side effects and drugs of abuse.
  - Knowledge of current psychiatric diagnostic and classification assessment tools.
  - Awareness of the Charter of Health and Community Services rights.
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### **Educational/Vocational Qualifications**

- Clinical endorsement with AHPRA or eligible and willingness to participate in AHPRA registrar program for endorsement in clinical psychology.
  - Master's Degree in Applied or Clinical Psychology or recognised equivalent with the Psychology Board of Australia.
  - Relevant additional undergraduate or post-graduate qualifications specific to clinical practice.
  - Additional clinical skills achieved by completion of a recognised psychological training course.
  - Registered or willing to work towards AHPRA 'board approved' supervision status at all levels.
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### **Other details**

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## 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, socio economic, 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 Ageing and the Minister for Mental Health and Substance Abuse.

The legal entities include but are not limited to Department for Health and Ageing, 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:

*The Southern Adelaide Local Health Network (LHN) provides care for around 341,000 people living in the southern metropolitan area of Adelaide as well as providing a number of state-wide services, and services to those in regional areas. More than 7,000 skilled staff provides high quality patient care, education, research and health promoting services.*

Southern Adelaide LHN provides a range of acute and sub-acute health services for people of all ages, and has two hospitals, Flinders Medical Centre and Noarlunga Hospital.

Southern Adelaide LHN Intermediate Care Services will deliver multi-disciplinary clinical care, addressing complexity through targeted approaches to complex chronic disease management in the community, and supported hospital discharge and avoidance programs. There is a key focus on building partnerships across the care continuum supporting interfaces between acute sites, GPs, Primary Care and Community based services.

Mental Health Services provides a range of integrated services across community and hospital settings, targeted at all age groups, in collaboration with non-Government organisations and General Practice Network South.

## 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; it sets out the South Australian Public Sector values as:

- Service – Proudly serve the community and Government of South Australia.
- Professionalism – Strive for excellence.
- Trust – Have confidence in the ability of others.
- Respect – Value every individual.
- Collaboration & engagement – Create solutions together.
- Honesty & integrity – Act truthfully, consistently, and fairly.
- Courage & tenacity- Never give up.
- Sustainability – Work to get the best results for current and future generations of South Australians.

The Code recognises that some public sector employees are also bound by codes of conduct relevant to their profession.

### Domestic and Family Violence

The Southern Adelaide Local Health Network (SALHN) recognises the devastating impact domestic or family violence can have on the lives, of those who experience abuse and are committed to supporting employees who experience domestic or family violence by providing a workplace environment that provides flexibility and supports their safety.

### SALHN Vision

We believe in providing the standard of health care that we desire for our own families and friends.

### SALHN core value TRUST

Building positive relationships; with our patients, employees and partners.

## Approvals

### Job and Person Specification 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:**