

## DEPARTMENT OF HEALTH

# Statement of Duties

<b>Position Title:</b>	Consultant Psychiatrist
<b>Position Number:</b>	516124, 516375, 527163
<b>Classification:</b>	Specialist Medical Practitioner Level I-II
<b>Award/Agreement:</b>	Medical Practitioners (Public Sector) Award
<b>Group/Section:</b>	Community, Mental Health and Wellbeing - Statewide Mental Health Services Forensic Health Services
<b>Position Type:</b>	Permanent/Fixed Term, Full Time/Part Time
<b>Location:</b>	South, North. North West
<b>Reports to:</b>	Statewide Specialty Director - Forensic Health Services
<b>Effective Date:</b>	March 2022
<b>Check Type:</b>	Annulled
<b>Check Frequency:</b>	Pre-employment
<b>Essential Requirements:</b>	<p>Specialist or limited registration with the Medical Board of Australia in a relevant specialty</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>	Current Driver's Licence
<b>Position Features:</b>	<p>Some Interstate and Intrastate travel may be required</p> <p>This position involves regular oncall work which is divided equally between the medical workforce including the Statewide Specialty Director</p> <p>Staff employed against this Statement of Duties as a Visiting Medical Practitioner will be employed in accordance with the Tasmanian Visiting Medical Practitioners (Public Sector) Agreement and remunerated accordingly</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:

In collaboration with other psychiatrists and mental health professionals within Statewide Mental Health Services provide a wide range of psychiatric services to inmates within the Statewide Prison Service, patients of the Wilfred Lopes Centre and to clients of the Community Forensic Mental Health Service, functioning as a fully qualified and self-motivated professional capable of providing clinical leadership within a multi-disciplinary team.

## Duties:

1. Provision of clinical care to inpatients of the Wilfred Lopes Centre, inmates within the Statewide Prison Service and clients of the Community Forensic Mental Health Service, in collaboration with other team members. This will include the application of a wide range of specialist skills and interventions.
2. Acts as a consultant for and provide clinical leadership to team members.
3. Promote and maintain close links with other specialists and service providers to ensure continuity of patient care.
4. Liaison with other community service providers (especially GP's), Community Corrections and Court staff.
5. Liaison with Primary Health staff within Correctional Health Service and with Correctional Services staff.
6. Provide a consultation and liaison service to the wider mental health service in accordance with Mental Health Service policy if required.
7. Participate in continuing professional development.
8. Maintain a high standard of care in all respects, including agency endorsed documentation and participation in quality improvement activities.
9. Maintain and contribute to a safe environment.
10. If required to participate in patient aggression management, including control and restraint, in line with authorised practices and Agency guidelines.
11. Integrate security policies and procedures with the delivery of inpatient treatment and care.
12. Represent the service at meetings as required.
13. Accept other duties as delegated by the Statewide Specialty Director - Forensic Health Services.
14. 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:

- Expected to operate with a high level of individual responsibility but is accountable to the Statewide Specialty Director - Forensic Health Services for all aspects of performance.
- Responsible for being aware of all policies, procedures and legislation affecting the duties of this position. This will include statements of consumer rights and responsibilities adopted by this service, and a general awareness of the provisions of legislation that has an overarching effect on the service, including in the areas of Work Health and Safety (WH&S), Equal Employment Opportunity and Anti-Discrimination.
- Complies with security policies and procedure in the delivery of patient treatment.
- Exercises reasonable care in the performance of duties consistent with WH&S Legislation by providing a safe physical and emotional environment.

- Acts under clinical direction and supervision from the Statewide Specialty Director Forensic Health Services.
- Works closely with the Manager to implement the above and deal with day to day clinical issues.
- 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.

A person nominated for this position must also satisfy a further criminal history check in accordance with the Director of Prison's Standing Orders established under the Corrections Act 1997:

- Standing Order - Identification (ID) Cards and Visitor Passes 5.02
- Standard Operating Procedure - Tasmanian Prison Service Identification (ID) Cards MH5.02.1

A nominated person cannot be employed within Correctional Primary Health Services if excluded from entry to Tasmanian Prison Services under the Corrections Act 1997.

## Selection Criteria:

1. Extensive experience and skills in adult general psychiatry in a range of practice settings.
2. Training and experience in forensic (particularly correctional or criminal) psychiatry.
3. Demonstrated high level of verbal and written communication skills, and demonstrated experience and skill in liaison, particularly with GP's.
4. Experience in the area of clinical leadership and demonstrated ability to deal effectively with interpersonal issues.
5. Demonstrated ability to convey psychiatric knowledge effectively to fellow staff, service providers and patients.
6. Psychiatric interests in areas relevant to this position may be including research experience and publications in areas relevant to this position.
7. Understanding of the National and State policy frameworks within which the duties of this job are undertaken.

## 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](#).