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## SA Health Job Pack

Job Title	Physiotherapist - Mental Health
Job Number	679054
Applications Closing Date	4/1/19
Region / Division	Central Adelaide Local Health Network
Health Service	Mental Health Services
Location	Woodville
Classification	AHP-1 / AHP-2
Job Status	Temporary up to 10/5/19 and part-time working 30 hours per week
Indicative Total Remuneration*	AHP-1 \$68,267/\$83,267 AHP-2 \$88,075/\$102,504

## 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:

- X Child Related Employment Screening - **DCSI**
- X Vulnerable Person-Related Employment Screening - **NPC**  
Aged Care Sector Employment Screening - **NPC**
- X 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	Balram Naipal
Phone number	8133 4262
Email address	Balram.naipal@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



## ROLE DESCRIPTION

<b>Role Title:</b>	Physiotherapist
<b>Classification Code:</b>	AHP 1/2
<b>LHN/ HN/ SAAS/ DHA:</b>	Central Adelaide Local Health Network (CALHN)
<b>Site/Directorate</b>	Mental Health Directorate
<b>Division:</b>	Older Persons Mental Health
<b>Department/Section / Unit/ Ward:</b>	Ward SE/ Eastern Community
<b>Role reports to:</b>	Nurse Unit Manager Ward SE
<b>Role Created/ Reviewed Date:</b>	Reviewed November 2018

## ROLE CONTEXT

### Primary Objective(s) of role:

Mental Health Services in the Local Health Network (LHN) consists of a range of multidisciplinary teams, providing acute, community and rehabilitation services across youth, adult and older persons' service teams. Teams deliver recovery-focussed clinical services to consumers. The severity of the consumer's mental illness and/or disability warrants regular review and follow-up to strengthen personal resilience and enable community tenure to be sustainable.

The Physiotherapist is accountable to the Service Manager through the Team Leader/ Clinical Service Coordinator for the provision and co-ordination of physiotherapy services to patients/consumers of the Older Persons Mental Health Service, resulting in their optimal physical health and personal functioning.

The Physiotherapist works as a member of the Multi-Disciplinary Team in both Inpatient and Community settings.

The Physiotherapist will provide advice and consultancy services to other agencies, undertake project work and contribute to policies, procedures, continuous quality improvement accreditation.

### Reporting Relationships:

- The Physiotherapist, as a member of the Multi-Disciplinary Team, is responsible to the Service Manager through the Nurse Unit Manager or Community Team Manager.
- Is responsible to the Nurse Unit Manager of the Inpatient Unit when working in the inpatient unit for day to day and clinical activities.
- Will receive clinical supervision and professional support from a more senior physiotherapist
- The Physiotherapist:
  - Is expected to operate as an independent practitioner working in close liaison with team members.
  - May be responsible for physiotherapy attendant and other non-professional staff.
  - Ensures professional liaison with physiotherapists and other staff within the LHN and in external agencies.

### Key Relationships/ Interactions:

#### Internal

- **Multi disciplinary Team**
- **Consumers/carers and families**
- **Team Leader community team**
- **CSC inpatient unit**

#### External

- **NGO support service providers**
- **General Practitioners**
- **Primary Care programs**

### Challenges associated with Role:

Major challenges currently associated with the role include:

- **May work across both inpatient and community teams**
- **May need to deliver services in clients own homes**
- **May be responsible for physiotherapy attendant or other nonprofessional staff**

### 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.

### 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.

### 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.

### 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.
- Maintain confidentiality regarding any information regarding client/patient, personal staff information, human resource and financial information and information of strategic importance to SA Health and Central Adelaide LHN.
- 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.

### Special Conditions:

- Appointment is subject to a satisfactory Background Screening and National Criminal History Check obtained through the Screening and Licensing Unit, Department for Communities and Social Inclusion to be renewed every 3 years thereafter from date of issue.
- 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)
- 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.
- Required to work across a 5 day roster.
- Some out of hours work may be required.
- May be required to travel between locations and work within consumers' own environments.

- Intrastate travel may be required.
- Current unrestricted South Australian driver's license and willingness to drive.
- Support values consistent with the aims of CALHN, including honesty, respect and integrity
- Will be required to comply with CALHN Allied Health Professionals' credentialing process
- May be required to undertake a health assessment prior to commencement.
- 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/consumer information within the Department and throughout its funded service providers.
- Required to work in accordance with the Code of Ethics for South Australian Public Sector, policies and procedures and legislative requirements.
- Undertake discipline specific professional development activities to maintain registration.
- 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.
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- 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.

## Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Contribute to the optimal health and physical independence of patients/clients with the Program by:	<ul style="list-style-type: none"> <li>• Providing physiotherapy assessment and treatment including provision of equipment and other related resources, client and carer education, referral to other services where necessary and completion of associated documentation.</li> <li>• Allocating appropriate duties to support staff, monitoring these services to ensure patient/client needs and objectives are addressed.</li> <li>• Participating in case discussions, inter-agency collaboration and other program coordinating activities.</li> </ul>
Ensure provision of an effective and comprehensive physiotherapy service by:	<ul style="list-style-type: none"> <li>• Prioritising patient/client needs and the appropriate allocation of physiotherapy resources.</li> <li>• Providing support and training to, and supervision of subordinate staff.</li> <li>• Taking responsibility for the organisation and implementation of physiotherapy programs for staff development, quality and research.</li> <li>• Managing allocated physiotherapy resources, and the provision and monitoring of work load data.</li> </ul>
Contribute to promotion of the role of physiotherapy in Mental Health by:	<ul style="list-style-type: none"> <li>• Providing professional advice and consultancy services to other agencies.</li> <li>• Acting as supervisor for under-graduate student placements as appropriate.</li> </ul>
Contribute to quality outcomes and service development by:	<ul style="list-style-type: none"> <li>• Undertaking complex projects.</li> <li>• Participating in continuous quality improvement initiatives and accreditation requirements.</li> <li>• Assisting in writing and reviewing policies and procedures.</li> <li>• Providing training to external organisations and LHN staff as needed.</li> <li>• Participating in professional development activities and regular performance appraisal within the Program and the host organisation.</li> <li>• Evaluating physiotherapy programs.</li> <li>• Participating in community development activities where appropriate.</li> <li>• Participating within the Team in regard to implementation of the Mental Health Reform.</li> </ul>

## **Knowledge, Skills and Experience**

### **ESSENTIAL MINIMUM REQUIREMENTS**

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

- Appropriate Degree or equivalent qualification which entitles registration with the Physiotherapy Board of Australia.
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#### **Personal Abilities/Aptitudes/Skills**

- Ability to work as an independent practitioner, as well as working as a clinician within a multi-disciplinary team.
- Effective verbal and written communication skills.
- Ability to apply a wide range of physical therapies.
- Ability to undertake complex projects.
- Ability to maintain confidentiality.
- Ability to maintain effective working relationships.
- Ability to motivate others.
- Problem solving and evaluation skills.
- Ability to organise, set priorities and manage time and resources effectively for self, other physiotherapy staff and students.

#### **Experience**

- Physiotherapy experience working with older adult patients/clients in a multi-disciplinary team in a health, mental health or aged care setting.

#### **Knowledge**

- Knowledge of current concepts and treatment methods in physiotherapy.
- Knowledge of physiotherapy management of older people with mental illness or a commitment to attain this knowledge.
- Knowledge of quality and management processes.
- Understanding of the impact of cultural and other factors in the delivery of physiotherapy services.
- Knowledge of current Mental Health Reform and an understanding of its impact on clinical practice or a commitment to attain this knowledge.
- Understanding of Work Health and Safety principles and procedures
- Understanding of the Australian National Safety & Quality Health Service Standards.



## **DESIRABLE CHARACTERISTICS**

### **Educational/Vocational Qualifications**

- A relevant post graduate qualification (eg in Gerontology) or a willingness to undertake study leading to same/similar

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

- Ability to provide services in a language other than English

### **Experience**

- Proven experience in basic computing skills, including email and word processing
  - Experience in working in a mental health system.
  - Experience in seating assessment.
  - Experience working with older people including in the community health setting.
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### **Knowledge**

- Knowledge of current concepts in the treatment of older people with mental illness.
- Knowledge of relevant Mental Health policies and relevant legislative Acts.
- Knowledge of supervision and management theory.
- Knowledge of quality processes and project management



## 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 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.

### Central Adelaide Local Health Network:

Central Adelaide LHN is responsible for promoting and improving the health of central metropolitan Adelaide and the broader community by providing integrated health care and hospital services.

Central Adelaide LHN brings together the hospitals of (Royal Adelaide Hospital [RAH] as a major tertiary facility, The Queen Elizabeth Hospital [TQEH] as a general hospital, and our rehabilitation hospitals Hampstead Rehabilitation Centre [HRC] and St Margaret's Rehabilitation Hospital [SMRH]), and a significant number of mental health and primary health care services. Central Adelaide LHN also governs a number of statewide services including SA Dental Service, SA Prison Health Service, BreastScreen SA and DonateLife SA, and has financial administrative responsibility for Statewide Clinical Support Services incorporating SA Pathology, SA Medical Imaging and SA Pharmacy.

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## Values

### Central Adelaide Local Health Network Values

Our shared values confirm our common mission by promoting an organisational climate where the patients needs are put first and where the teamwork and professionalism of our workforce help us to attract and retain the best staff. These values guide our decisions and actions.

<b>Patient Centred:</b>	Our patients are the reason we are here and we will provide the best service to our patients and customers
<b>Team Work:</b>	We value each other and work as a team to provide the best care for our patients
<b>Respect:</b>	We respect each other, our patients and their families by recognising different backgrounds and choices, and acknowledging that they have the right to our services
<b>Professionalism:</b>	We recognise that staff come from varied professional and work backgrounds and that our desire to care for patients unites our professional approach to practice

### 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:** \_\_\_\_\_