



**HSS Registered**

**Consultant Psychiatrist**  
**Medical Practitioners Agreement: MP Year 1-9**  
**Position Number: Various**  
**East Metropolitan Health Service (EMHS)**

**Reporting Relationships**

Executive Directors



Medical Co-Director MDH RPBG / Director of Clinical Services  
 AKG  
 MP Year 1-9



Heads of Department Psychiatry  
 MP Year 1-9



**This Position**



Directly reporting to this position:

Title	Classification	FTE
• Registrars	MP Year 1-7	
• Resident Medical Officers	MP Year 1-3	

Also reporting to this supervisor:  
 • Various

**Key Responsibilities**  
 Leads the multidisciplinary team to provide specialist psychiatric services to patients. Promotes patient safety and quality of care. Provides leadership, orientation, training, supervision, and education, where relevant, for doctors in training and other health workers. In collaboration with the Head of Department, Deputy Heads of Department and other Consultants works to achieve national, state and East Metropolitan Health Service (EMHS) performance standards and targets. Works within the scope of clinical practice as defined and recommended by the EMHS Area Medical Credentialing Committee.



## EMHS Vision and Values

### Our Vision

***Healthy people, amazing care.  
Koorda moort, moorditj kwabadak.***

**Healthy people** refers to the commitment we have as an organisation to ensure our staff, patients and the wider community have access to comprehensive healthcare services, in order to maintain healthy lives.

**Amazing care** reflects the sentiment of those consumers accessing our healthcare services from feedback provided to us. This common statement resonates with the health service, and reflects our intentions in our practice and work every day.

As a health service which celebrates diversity of culture and languages, it is also important that our vision is shared in the Noongar language.

### Our Values

Our Values reflect the qualities that we demonstrate to each other and our community every day. Our staff make a difference every day to the patients, families and consumers they provide care, advice and support to. The EMHS values capture the shared responsibility that we uphold as most important, which are:

- **Kindness** – kindness is represented in the support that we give to one another. This is how we demonstrate genuine care and compassion to each and every person.
- **Excellence** – excellence is the result of always striving to do better. This is represented by constant improvements to the way in which we deliver our services, which results in a high performing health service.
- **Respect** – we demonstrate respect through our actions and behaviours. By showing each other respect, in turn we earn respect.
- **Integrity** – integrity is doing the right thing, knowing it is what we do when people aren't looking that is a true reflection of who we are.
- **Collaboration** – collaboration represents working together in partnership to achieve sustainable health care outcomes for our community with a shared understanding of our priorities.
- **Accountability** – together we have a shared responsibility for ensuring the best health care outcomes for our community. This is a reminder that it is not only our actions, but also the actions we do not do, for which we are accountable.

## Brief Summary of Duties (in order of importance)

- The Hospital Executive Director holds each bedcard Consultant responsible for the care of all patients assigned to them, understanding that after hours, the responsible Consultant is the Consultant on duty/on-call unless the patient has recently undergone a procedure.
- Each Consultant is responsible for the orientation, education and supervision of the junior medical staff allocated to them. Supervision is especially important during procedures.

### 1. Specific Duties Relevant to the Specialty/Sub Specialty

- 1.1 Ensures, in collaboration with other Consultant Psychiatrists within the service, that all inpatients receive comprehensive assessment, diagnosis and formulation of management plan for their mental health problems by appropriate members of the multi-disciplinary team. Assumes clinical responsibility for any patient admitted as an inpatient under his/her name and reports any unusual occurrences to the Head of Department/Deputy Heads of Department.
- 1.2 Provides clinical leadership as a member of the community and inpatient based multi-disciplinary mental health service teams, in collaboration with other Consultant Psychiatrists.
- 1.3 Develops formal links with primary care givers and external Mental Health Services to promote continuity of treatment and shared care management and provides ongoing education regarding psychiatric illness in children and adolescents.

### 2. Clinical

- 2.1 Leads the provision of specialist consumer centred medical care to inpatients and outpatients and provides a consultation service on request for other patients.
- 2.2 Undertakes clinical shifts at the direction of the Head of Department and Deputy Heads of Department including participation in the on-call/after-hours/weekend rosters.
- 2.3 Consults, liaises with and supports patients, carers, colleagues, nursing, allied health, support staff, external agencies and the private sector to provide coordinated multidisciplinary care.
- 2.4 Responsible for ensuring patients are involved in decision making regarding their care.
- 2.5 Conducts regular clinical reviews of patients at appropriate intervals with junior doctors and coordinates patient care with a focus on actively addressing unnecessary delays in-patient admissions, treatment or discharge.
- 2.6 Reviews patients who deteriorate or whose condition is causing concern to hospital staff, or if requested by the patient or relatives as soon as possible.
- 2.7 Authorises and supports registrar/s in conducting clinical review of all inpatients daily and to facilitate appropriate early discharges and is generally available for discussion by phone to assist registrars when necessary.
- 2.8 Provides preliminary advice to doctors both internal and external to EMHS and refers requests for interhospital transfers to the appropriate governance manager advising if transfer is time critical.
- 2.9 Works with the Head of Department, Deputy Heads of Department and other Consultants to distribute planned and unplanned patient demand across the specialty and other hospital sites and champions clinical service redesign to improve systems of care.
- 2.10 Ensures clinical documentation, including discharge summaries, are completed on time and undertakes other administrative/management tasks as required.
- 2.11 Participates in departmental and other meetings as required to meet organisational quality and service objectives.
- 2.12 Works within the scope of clinical practice as approved by the EMHS Area Medical Credentialing Committee.
- 2.13 Champions the CanMED values and complies with appropriate guidelines for medical staff.
- 2.14 Participates in interviews with patient's relatives/ carers/ visitors to ensure a shared understanding of the treatment programs and to encourage their active involvement in the development of the patient's management Plan.

**3. Teaching, Education and Research**

- 3.1 Engages in continuing professional development/education and ensures continuous eligibility for the relevant specialist medical registration.
- 3.2 Educates doctors in training, medical students and other members of the multidisciplinary team through ward rounds, formal presentations, tutorials and other modalities.
- 3.3 Develops and participates in evidence based clinical research and audit activities relevant to specialty.
- 3.4 Participates in mandatory training activities to ensure compliance with East Metropolitan Health Service policy.
- 3.5 Completes an annual professional development review of their performance with the Head of Department/Deputy Heads of Department.

**4. EMHS Governance, Safety and Quality Requirements**

- 4.1 Fulfils National Safety and Quality Health Services Standards requirements including but not limited to:
  - Participating in continuous safety and quality improvement actions, such as audits, reviews and drills that result in improvements to patient care, staff knowledge or the consumers experience and that align with actions described within the standard.
  - Participating with the development, implementation, reporting and monitoring of quality assurance measures and activities.
  - Ensuring records and statistics are kept in accordance with established procedures.
- 4.2 Actively participates in the Peak Performance program. Submits performance plans to the Head of Department/Deputy Head of Department for staff under their supervision.
- 4.3 Initiates, implements and participates in audit, quality improvement and research activities in consultation with the Head of Department/Deputy Head of Department to systematically evaluate service delivery and meet customer needs.
- 4.4 Participates in relevant clinical governance committees including regular clinical reviews, Root Cause Analysis (RCA) and morbidity/mortality reviews as required and implements endorsed recommendations.
- 4.5 Attends to medico legal issues that arise concerning patients that have been under their care and advises the Head of Department/Deputy Head of Department about complaints they receive pertaining to themselves or other doctors.
- 4.6 Responsible for ensuring, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
- 4.7 Performs duties in accordance with Government, WA Health, East Metropolitan Health Service and Departmental / Program Specific Policies and Procedures including the relevant Occupational Safety and Health legislation, Equal Opportunity legislation and WA Health Code of Conduct.
- 4.8 Adheres to the performance framework for procurement and contract management and oversees and promotes to other staff this process and function in accordance with EMHS Policy and the Delegations and Authorisations Schedule.

**5. Undertakes other duties as directed**

## Work Related Requirements

The following criteria should be read together with the Brief Summary of Duties and considered in the context of the EMHS Values.

### Essential Selection Criteria

1. Eligible for registration with the Medical Board of Australia and Fellowship of the Royal Australian and New Zealand College of Psychiatrists or equivalent.
2. Demonstrated extensive knowledge, clinical experience, judgement, and skills in the practice of psychiatry including in associated diagnostic and therapeutic procedures.
3. Demonstrated ability to provide leadership, facilitate effective multidisciplinary teamwork and provide recovery focussed care.
4. Demonstrated high level communication, interpersonal, negotiation and conflict resolution skills.
5. Demonstrated experience in clinical teaching, audit and clinical research.
6. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

### Desirable Selection Criteria

1. Knowledge of the Western Australian Mental Health Act 2014 and other related legislation.
2. Post final fellowship subspecialty training.
3. Interest in medical education, research and/or quality improvement initiatives.

### Appointment Prerequisites

Appointment is subject to:

- Evidence of registration by the Medical Board of Australia being provided prior to commencement.
- Working with Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- Provision of the minimum identity proofing requirements.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

## Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

.....  
**Manager / Supervisor**

Signature or

HE Number

Date

.....  
**Dept. / Division Head Name**

Signature or

HE Number

Date

As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

.....  
**Occupant Name**

Signature or

HE Number

Date

.....  
**Effective Date**

**HSS Registration Details** (to be completed by HSS)

Created on

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