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SA Health Job Pack

Job Title	Mental Health Clinician
Job Number	668584
Applications Closing Date	21 September 2018
Region / Division	Country Health SA Local Health Network
Health Service	Flinders & Upper North Region
Location	Port Augusta
Classification (i.e. RN2)	AHP1/2, RN/M1/2
Job Status - (F/T, P/T, hours negotiable)	F/t Permanent
Indicative Total Remuneration*	\$68,267 - \$112,717

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:

- ☒ Child Related Employment Screening - **DHS**
- ☐ 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 - see Career Information, or by referring to the nominated contact person below.

Contact Details

Full name	Pamela Hannagan
Title	Resource Assistant
Phone number	8668 7868
Email address	pamela.hannagan@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. Aboriginal and Torres Strait Islander applicants are encouraged to apply.

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.

The South Australian public sector promotes diversity and flexible ways of working including part-time. Applicants are encouraged to discuss the flexible working arrangements for this role.

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.



ROLE DESCRIPTION

Role Title:	Clinical Nurse
Classification Code:	Registered Nurse Level 2 – RN2
LHN / HN / SAAS / DHA:	Country Health SA Local Health Network
Hospital / Service / Cluster	Mental Health Service
Division:	Eyre Flinders and Far North
Department / Section / Unit / Ward:	Flinders Far North Community MH Team
Role reports to:	Reports operationally to the Select Position through to the Regional Manager. Professionally reports to the Registered Nurse at a Level 3/4 classification for clinical practice issues and standards, where the direct line manager is not a Registered Nurse.
Role Created/ Reviewed Date:	September 2017 / February 2018
Criminal History Clearance Requirements:	<input checked="" type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child- Prescribed (DCSI) <input type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)

ROLE CONTEXT

Primary Objective(s) of role

Provide mental health nursing services in a variety of health service settings which has been consolidated by experience and/or further study with staff at this level developing from competent to proficient practitioners.

Accepts accountability for their own practice standards, activities delegated to others and the guidance and development of less experienced staff.

The Clinical Nurse role at this level continues to be predominantly clinical in nature; however employees are assigned appropriate portfolios. The allocation of portfolio responsibilities should be negotiated with each employee and be consistent with the career development plan for the employee as determined by their performance review/development plan.

Key Relationships/ Interactions

Internal

- > Provides supervision of students and Enrolled Nurses.
- > Maintains cooperative and productive working relationships within all members of the health care team.

External

- > Maintains relationships with non-government organisations and other government organisations to meet the needs of the consumer group.

Challenges associated with Role

Major challenges currently associated with the role include:

- > Working with individuals where there are multiple complexities and diverse cultural backgrounds.
- > Recognising and responding to clinical deterioration or other incidents and escalating appropriately.
- > Providing evidenced based care, developing clinical skills while keeping up to date with professional standards of practice and quality management initiatives consistent with organisational policies.

Delegations

Nil.

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 and 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

*NB References to legislation, policies and procedures includes any superseding versions
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;
- > Equal Employment Opportunities (including prevention of bullying, harassment and intimidation);
- > Children's Protection Act 1993 (Cth) – 'Notification of Abuse or Neglect';
- > Disability Discrimination;
- > Independent Commissioner Against Corruption Act 2012 (SA);
- > SA Information Privacy Principles;
- > Relevant Awards, Enterprise Agreements, Public Sector Act 2009 (SA), Health Care Act 2008 (SA), 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;
- > Health Practitioner Regulation National Law (South Australia) Act 2010;
- > Mental Health Act 2009 (SA) and Regulations;
- > Controlled Substances Act 1984 (SA) and Regulations;
- > The Nursing and Midwifery Board of Australia Registration Standards (including the Guidelines and Assessment Frameworks for Registration Standards);
- > The Nursing and Midwifery Board of Australia Professional Practice Codes and Guidelines (including Competency Standards, Codes of Ethics and Professional Conduct, Decision Making Framework and

- Professional Boundaries);
- > Professional Practice Standards and competencies consistent with area of practice as varied from time to time; and
- > SA Health / CHSALHN policies, procedures and standards.

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 consumer 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

CHSALHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. CHSALHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

Special Conditions

*NB Reference to legislation, policies and procedures includes any superseding versions

- > Meet immunisation requirements as outlined by the Immunisation Guidelines for Health Care Workers in South Australia 2014.
- > 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 (DCSI).
- > 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 working in Aged Care.
- > Prescribed Positions will also require a NPC general probity clearance.
- > Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue.
- > 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.

- > Fulfil all SA Health and CHSALHN requirements to ensure registration is maintained including participation in ongoing professional development and relevant clinical supervision requirements.
- > Must be willing to undertake mandatory Non-violent Crisis Intervention Training.
- > Must be willing to work a 24 hour roster over 7 days – applicable for inpatient setting only.
- > Participation in an on call after hours roster; flexibility and some out of hours work may be required
- > Position duties may change based on changing requirements as determined by Mental Health Executive and the Directorate planning processes.
- > CHSALHN MHS embraces the principles of positive psychology and aims to be a flourishing MH service that impacts meaningfully and positively on the communities it serves. To this end, CHSALHN MHS promotes the principles of PERMA, as described by Dr Martin Seligman in the Adelaide Thinker in Residence Program, for our staff, consumers and partners.

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Direct/indirect consumer care	<ul style="list-style-type: none"> > Provide proficient, person centred, clinical nursing/midwifery care and/or individual case management to patients/clients in a defined clinical area. > Monitoring consumer care plans to ensure appropriate care outcomes are achieved on a daily basis. > Oversee the provision of nursing/midwifery care within a team/unit. > Required to, within pre-determined guidelines, and in a multi-disciplinary primary health care setting, assess consumers, select and implement different therapeutic interventions, and/or support programs and evaluate progress.
Support of health setting services	<ul style="list-style-type: none"> > Assists and supports the Nurse Unit Manager or equivalent in management, clinical, and education activities. > Plan and coordinate services including those from other disciplines. > Act to resolve local and/or immediate nursing/midwifery care or service delivery problems. > Support change management processes. > Required to contribute to a wider or external team working on complex or organisation wide projects such as clinical protocols, guidelines and/or process mapping.
Education	<ul style="list-style-type: none"> > Participate in clinical teaching, overseeing learning experience, and goal setting for students, new staff and staff with less experience. > Assist the Nurse Unit Manager and Nurse Educators to maintain a learning culture by being a resource person, encouraging reflection and professional development, and assisting others to maintain portfolios/records of learning. > Required to participate in and/or provide clinical teaching and/or research.
Research	<ul style="list-style-type: none"> > Participate in clinical auditing, clinical trials and/or evaluative research. > Integrate advanced theoretical knowledge, evidence from a range of sources and own experience to devise and achieve agreed patient/client care outcomes. > Assist the Nurse Unit Manager or equivalent to maintain and record monitoring and evaluative research activities in the ward/unit.
Professional leadership	<ul style="list-style-type: none"> > Promote continuity and consistency of care in collaboration with the Nurse/Midwife Unit Manager or equivalent of the ward/unit/service. > Provide shift by shift leadership in the provision of nursing/midwifery care within a team or unit and facilitate patient flow. > Act as a resource person within an area based on knowledge, experience and skills. > Required to undertake specific activity and/or portfolio responsibility.

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications

- > Registered or eligible for registration as a Nurse by the Nursing and Midwifery Board of Australia, and who holds, or who is eligible to hold, a current practicing certificate.
- > Must hold a relevant postgraduate qualification in Mental Health practice.

Personal Abilities/Aptitudes/Skills

- > Effective communication skills including, problem solving, conflict resolution and negotiation skills.
- > Ability to work effectively within a multidisciplinary team.
- > Ability to prioritise workload and meet set timelines, whilst working under minimal supervision.
- > Ability to be, creative, innovative and flexible when approaching issues within a mental health setting.
- > Demonstrated commitment to providing consumer and family centred care.

Experience

- > Registered Nurse with at least 3 years full time equivalent, post registration mental health experience.
- > Demonstrated competence in Mental Health nursing practice in accordance with the appropriate standards of practice.
- > Experience in the leadership and direction of student nurses, enrolled nurses and less experienced registered nurses / clinicians.

Knowledge

- > Knowledge and understanding of the role of the Registered Nurse within a mental health care setting.
- > Knowledge and understanding of relevant legislation, industrial agreements, standards, codes, ethics and competency standards, National Mental Health Strategy, Mental Health Standards and relevant legislation.
- > Knowledge of Quality Improvement Systems as applied to a healthcare setting.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- > Qualifications relevant to Mental Health Nursing.

Personal Abilities/Aptitudes/Skills

- > Ability to use technology and computer skills.

Experience

- > Experience working with and understanding of people from varying cultural backgrounds, including Aboriginal and Torres Strait Islander people.
- > Experience working with Mental Health consumers and carers, families and associated support networks in an evidenced based, recovery oriented framework.
- > Experience in Mental Health service settings.
- > Experience working in a rural setting.

Knowledge

- > Knowledge of community and health service resources relevant to the local community.
- > Knowledge of contemporary professional nursing / mental health issues.

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 Australians have access to the best available health care in hospitals, health care centres and through GPs and other providers.

Health Network/ Division / Department

CHSALHN oversees the rural public health system in South Australia (SA). We provide community, rehabilitation and acute services to approximately a third of SA's population and is the largest service provider in country SA. The Vision of CHSALHN is to transform health care and actively deliver health benefits so that rural and remote South Australians live healthy lives. Within this broader context, the mission of CHSALHN is to:

- > Support rural and remote South Australians to be healthy;
- > Commit to partnering with individuals, communities and staff to deliver high quality, high value health care that enhances the lived experience of rural and remote South Australians and their cares and families; and
- > Commit to enhancing the satisfaction, and promoting the talent, of its workforce.

CHSALHN MHS' mission is *"To be a flourishing mental health service that impacts meaningfully and positively on the communities it serves"*. Within this context, there are 5 key goals that support the achievement of the Directorate's vision of *"Transforming health care and actively delivering health benefit."*

These are to achieve:

- > Effective, appropriate and sustainable mental health services;
- > Access to empowering and appropriate mental health services;
- > An appropriate, skilled and well supported mental health workforce;
- > Collaborative and research based mental health service planning and policy development; and
- > Strong leadership through governance, transparency and accountability.

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; and
- > 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:

- > 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; and
- > 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:



ROLE DESCRIPTION

Role Title:	Registered Nurse
Classification Code:	Registered Nurse Level 1 (RN1)
LHN / HN / SAAS / DHA:	Country Health SA Local Health Network Inc. (CHSALHN)
Hospital / Service / Cluster	Mental Health Service
Division:	Eyre Flinders and Far North
Department / Section / Unit / Ward:	Flinders Far North Community MH Team
Role reports to:	Reports operationally to the Select Position through to the Regional Manager. Professionally reports to the Registered Nurse at a Level 3/4 classification for clinical practice issues and standards, where the direct line manager is not a Registered Nurse.
Role Created / Reviewed Date:	September 2017 / February 2018
Criminal History Clearance Requirements:	<input checked="" type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child- Prescribed (DCSI) <input type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)

ROLE CONTEXT

Primary Objective(s) of role:

The Registered Nurse (RN) will contribute to the delivery of a comprehensive and integrated range of evidenced based, recovery oriented services across the multi-disciplinary Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS) appropriate to the needs of the consumer and the local community. The RN will consolidate knowledge and skills and develop in capability through continuous professional development and experience.

The RN contributes to the delivery of integrated clinical mental health care to consumers across community, acute and rehabilitation service settings and will utilise and develop a combination of preventative, early intervention, therapeutic and evaluative approaches, including individual and family therapeutic approaches, group programs, health promotion and community development programs.

Employees working within this level develop from novice practitioners to a proficient level of professional practice. They consolidate knowledge and skills and develop in capability through continuous professional development and experience. An employee at this level accepts accountability for his or her own standards of nursing/midwifery care and for activities delegated to others.

Key Relationships/ Interactions:Internal

- > Provides supervision of students and Enrolled Nurses.
- > Maintains cooperative and productive working relationships within all members of the health care team.

External

- > Maintains relationships with non-government and/or other government organisations to meet the needs of the consumer group.

Challenges associated with Role:

Major challenges currently associated with the role include:

- > Working with individuals where there are multiple complexities and diverse cultural backgrounds.
- > Recognising and responding to clinical deterioration or other incidents and escalating appropriately.
- > Providing evidenced based care, developing clinical skills while keeping up to date with professional standards of practice and quality management initiatives consistent with organisational policies.

Delegations:

Nil.

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 and 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:

*NB References to legislation, policies and procedures includes any superseding versions

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- > Equal Employment Opportunities (including prevention of bullying, harassment and intimidation);
- > Children's Protection Act 1993 (Cth) – 'Notification of Abuse or Neglect';
- > Disability Discrimination;
- > Independent Commissioner Against Corruption Act 2012 (SA);
- > SA Information Privacy Principles;
- > Relevant Awards, Enterprise Agreements, Public Sector Act 2009 (SA), Health Care Act 2008 (SA),

and the SA Health (Health Care Act) Human Resources Manual;

- > Relevant Australian Standards;
- > Duty to maintain confidentiality;
- > Smoke Free Workplace;
- > Health Practitioner Regulation National Law (SA) Act 2010;
- > Mental Health Act 2009 (SA) and Regulations;
- > Controlled Substances Act 1984 (SA) and Regulations;
- > The Nursing and Midwifery Board of Australia Registration Standards (including the Guidelines and Assessment Frameworks for Registration Standards);
- > The Nursing and Midwifery Board of Australia Professional Practice Codes and Guidelines (including Competency Standards, Codes of Ethics and Professional Conduct, Decision Making Framework and Professional Boundaries);
- > Professional Practice Standards and competencies consistent with area of practice as varied from time to time;
- > SA Health / CHSALHN policies, procedures and standards;
- > To value and respect the needs and contributions of SA Health Aboriginal staff and consumers, and commit to the development of Aboriginal cultural competence across all SA Health practice and service delivery; and
- > Applying the principles of the South Australian Government's Risk Management Policy to work as appropriate.

Handling of Official Information:

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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:

CHSALHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. CHSALHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

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 (DCSI)
- > 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 working in Aged Care.
- > Prescribed Positions will also require a NPC general probity clearance.
- > Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue.
- > 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.
- > Fulfil all SA Health and CHSALHN requirements to ensure registration is maintained including participation in ongoing professional development and relevant clinical supervision requirements.
- > Must be willing to undertake mandatory Non-violent Crisis Intervention Training.
- > Must be willing to work a 24 hour roster over 7 days – applicable for inpatient setting only.
- > Participation in an on call after hours roster; flexibility and some out of hours work may be required.
- > Position duties may change based on changing requirements as determined by Mental Health Executive and the Directorate planning processes.
- > 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.
- > Meet immunisation requirements as outlined by the Immunisation Guidelines for Health Care Workers in South Australia 2014.
- > Country Health SA Local Health Network Mental Health embraces the principles of positive psychology and aims to be a flourishing Mental Health service that impacts meaningfully and positively on the communities it serves. To this end, CHSALHN Mental Health promotes the principles of PERMA, as described by Dr Martin Seligman- Adelaide Thinker in Residence Program, for our staff, consumers and partners.

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Direct or indirect consumer care	<ul style="list-style-type: none"> > Assess individual consumer needs, plan, implement and/or coordinate appropriate service delivery from a range of accepted options including other disciplines or agencies. > Provide direct person centred nursing/midwifery care and/or individual case management to consumers on a shift by shift basis in a defined clinical area with increasing autonomy over time. > Plan and coordinate services with other disciplines or agencies in providing individual health care needs.
Support of health setting services	<ul style="list-style-type: none"> > Participate in quality improvement activities that contribute to consumer safety, risk minimisation and safe work activities within the practice setting. > Provide ward/team leader/coordination as required on a shift by shift basis. (A team leader is a RN assigned responsibility for supporting staff and coordinating consumer care). > Contribute to procedures for effectively dealing with people exhibiting challenging behaviours.
Education	<ul style="list-style-type: none"> > Provide health promotion and education, to consumers or groups and carers to improve the health outcomes of individual. > Support nursing/midwifery practice and learning experiences for students undertaking clinical placements, orientation for new staff and preceptorship of graduates.
Research	<ul style="list-style-type: none"> > Participate in evaluative research activities within the practice setting. > Use foundation theoretical knowledge and evidenced based guidelines to achieve positive consumer care outcomes.
Professional leadership	<ul style="list-style-type: none"> > Provide, with increasing capacity over time, support and guidance to newer or less experienced staff, Enrolled Nurses, student nurses and other workers providing basic nursing care. > Review decisions, assessments and recommendations from less experienced Registered Nurses/ Midwives and Enrolled Nurses and students.

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications

- > Registered or eligible for registration as a Nurse by the Nursing and Midwifery Board of Australia, and who holds, or who is eligible to hold, a current practicing certificate.
- > Be enrolled and/or willing to enrol in further postgraduate studies within Mental Health practice.

Personal Abilities/Aptitudes/Skills

- > Effective communication skills including, problem solving, conflict resolution and negotiation skills.
- > Ability to work effectively within a multidisciplinary team.
- > Ability to prioritise workload.
- > Ability to be, creative, innovative and flexible when approaching issues within a mental health setting.
- > Demonstrated commitment to providing consumer and family centred care.

Experience

- > Demonstrated competence in the relevant area of nursing practice in accordance with the appropriate standards of practice.

Knowledge

- > Knowledge and understanding of the role of the Registered Nurse within a mental health care setting.
- > Knowledge and understanding of relevant legislation, industrial agreements, standards, codes, ethics and competency standards, National Mental Health Strategy, Mental Health Standards and relevant legislation.
- > Knowledge of Quality Improvement Systems as applied to a healthcare setting.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- > Qualifications relevant to Mental Health Nursing.

Personal Abilities/Aptitudes/Skills

- > Ability to use technology and computer skills.

Experience

- > Experience working with and understanding of people from varying cultural backgrounds, including Aboriginal and Torres Strait Islander people.
- > Experience working with Mental Health consumers and carers, families and associated support networks in an evidenced based, recovery oriented framework.
- > Experience in Mental Health service settings.
- > Experience working in a rural setting.

Knowledge

- > Knowledge of community and health service resources relevant to the local community.
- > Knowledge of contemporary professional nursing / mental health issues.

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.

Health Network/ Division/ Department:

CHSALHN oversees the rural public health system in South Australia (SA). We provide community, rehabilitation and acute services to approximately a third of SA's population and is the largest service provider in country SA. The Vision of CHSALHN is to transform health care and actively deliver health benefits so that rural and remote South Australians live healthy lives. Within this broader context, the mission of CHSALHN is to:

- Support rural and remote South Australians to be healthy;
- Commit to partnering with individuals, communities and staff to deliver high quality, high value health care that enhances the lived experience of rural and remote South Australians and their cares and families; and
- Commit to enhancing the satisfaction, and promoting the talent, of its workforce.

CHSALHN MHS' mission is *"To be a flourishing mental health service that impacts meaningfully and positively on the communities it serves"*. Within this context, there are 5 key goals that support the achievement of the Directorate's vision of *"Transforming health care and actively delivering health benefit."* These are to achieve:

1. Effective, appropriate and sustainable mental health services;
2. Access to empowering and appropriate mental health services;
3. An appropriate, skilled and well supported mental health workforce;
4. Collaborative and research based mental health service planning and policy development; and
5. Strong leadership through governance, transparency and accountability.

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:

- > 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:

POSITION DESCRIPTION

Job Title	Social Worker	Classification	AHP2	Position Number	M23623
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Ongoing	Position Created	January 2016
Area	Eyre Flinders and Far North Flinders Far North Community MH Team	FTE	1.0	Last Updated	February 2018
Criminal History Clearance Requirements: <input checked="" type="checkbox"/> Child (DCSI) <input checked="" type="checkbox"/> Aged (NPC) <input type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General probity (NPC)					

Broad Purpose of the Position

The Social Worker applies clinical experience, increasing clinical knowledge (generalist and/or specialist) 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 of Country Health SA Local Health Network Mental Health Service (CHSALHN MHS) and the local community.

The Social Worker works under reduced clinical direction, and may contribute to the clinical supervision of less experienced allied health professionals, allied health assistants and students. As a member of a multidisciplinary team, including health professionals and service providers from other sectors, the Social Worker utilises a combination of preventative, early intervention, therapeutic/ interventive and evaluation approaches including individual and family therapeutic approaches, group programs, health promotion and community development projects.

Qualifications

Must hold a recognised qualification within the Social Work profession, and be eligible for full membership of the Australian Association of Social Workers (AASW). As a Self-regulated profession, it is desirable to participate in the AASW Continuing Professional Education (CPE) Accreditation program.

Must have at least 2 years post-graduate experience and be able to demonstrate AHP2 level competencies for appointment at this level.

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 consumer 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

CHSALHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. CSHALHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

Special Conditions

Key Relationships

POSITION DESCRIPTION

<ul style="list-style-type: none">▪ A current driver's license is essential, as is a willingness to drive on country roads and travel in light air craft 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 Background Screening and National Criminal History Clearance.▪ <i>Prescribed Positions</i> under the <i>Children's Protection Act (1993)</i> must obtain a satisfactory Background Screening and National Criminal History Clearance through the Screening and Licensing Unit, Department for Communities and Social Inclusion (DCSI).▪ <i>Approved Aged Care Provider Positions</i> as defined under the <i>Accountability Principles 1998</i> made in pursuant to the <i>Aged Care Act 2007 (Cth)</i> must obtain a satisfactory National Police Certificate (NPC) through the South Australia Police confirming the clearance is for the purpose of working in Aged Care.▪ <i>Prescribed Positions</i> will also require a NPC general probity clearance.▪ Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue.▪ Will be required to participate in the organisation's Performance Review and 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.▪ 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.▪ Country Health SA Local Health Network Mental Health embraces the principles of positive psychology and aims to be a flourishing Mental Health service that impacts meaningfully and positively on the communities it serves. To this end, CHSALHN Mental Health promotes the principles of PERMA, as described by Dr Martin Seligman- Adelaide Thinker in Residence Program, for our staff, consumers and partners.▪ Will be required to comply with the requirements of the CHSALHN Procedure for Credentialing Allied Health and Scientific Health Professionals.▪ May be required to maintain a clinical caseload or clinical supervision responsibilities, the proportion of which may be subject to change, commensurate with other management / project / education / research responsibilities.▪ Must be willing to undertake mandatory Non-violent Crisis Intervention Training. Participation in an on call after hour's roster may be required.	<p>The incumbent:</p> <ul style="list-style-type: none">▪ Reports operationally to the <i>Select Position</i> through to the Regional Manager for operational and administrative matters;▪ Works under the clinical supervision, advice and support of the Advanced Clinical Lead, Social Work or Clinical Senior Social Worker in accordance with the <i>SA Health Allied Health Clinical Supervision Framework</i>;▪ May contribute to the supervision of less experienced Social Work professionals, para-professional staff and students, under direction from the Clinical Senior Social Worker or Advanced Clinical Lead, Social Work;▪ Works within a multi-disciplinary framework, in collaboration with other health professionals, service providers and the community;▪ Develops and maintains cooperative and productive working relationships with all members of the multidisciplinary MHS, and members of the local health services;▪ Liaises with MH consumers, carers, members of the public, community organisations, external service providers, contractors, and stakeholders across other government and non-government departments;▪ Supports and works collaboratively with less experienced members of the Social Work profession including graduates and students; and▪ 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

POSITION DESCRIPTION

<p>1. Technical Skills and Application</p>	<p>1.1 Apply professional expertise, developing generalist / specialist knowledge, clinical competence and experience to provide professional services to consumer 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 work load 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"> 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; Contributes to the coordination and delivery of high quality, comprehensive and integrated Social Work services to eligible mental health consumers; Makes a contribution, in accordance with experience, skills and knowledge, to professional leadership in the application of clinical protocols and standards within the multi-disciplinary team and health team/unit; Applies clinical skills to a broad scope of practice, delivering services which promote self-determination and connectedness, and are appropriate to the local rural context; Applies social work knowledge, skills and values in facilitating change and recovery with consumers and their families, supporters and communities; Coordinates an increasingly complex Social Work caseload and support other team members in managing the demands of the service; Evaluates and reflects on own practice and effectiveness as a practitioner within the process of the work and with professional supervisor; and Contributes to the improvements in health outcomes by applying mental health care principles to the development and delivery of services to consumers.
<p>2. Personal and Professional Development</p>	<p>2.1 Work under reduced clinical supervision, and proactively draw on the support of experienced peers of diverse professional backgrounds, Clinical Specialists, Profession Leads and / or managers when required.</p> <p>2.2 Display a commitment to continuous personal and professional development by:</p> <ol style="list-style-type: none"> Attending all mandatory training and actively pursuing other training and development as required to maintain currency of clinical knowledge (which may include post-graduate study); Applying well-developed reflective practice skills to your own work, and supporting peers / students / supervised staff to develop reflective practice skills; Utilising the support of mentors and peers; Actively participating in the Annual Professional Development and Review (PDR) process, including developing and pursuing a personal / professional development plan in consultation with 	<p>The incumbent:</p> <ul style="list-style-type: none"> In accordance with the <i>SA Health Allied Health Clinical Supervision Framework</i>, actively engages in and develops a formal clinical supervision agreement with the Clinical Senior, Social Worker and Advanced Clinical Lead, Social Work; Takes responsibility for attendance, preparation of agenda and formal reporting to ensure requirements for ongoing registration and credentialing with CHSALHN Allied Health Clinical Supervision Framework are met; Actively participates within the CHSALHN Social Work Professional Network and CHSALHN MHS professional development activities; Adopts a proactive approach to developing and maintaining contemporary knowledge and skills in the Social Work profession through participation in continuing education and staff development;

POSITION DESCRIPTION

	<p>your line manager / clinical supervisor; and</p> <p>e. May provide professional leadership in the relevant network, including facilitating access to training for professional staff.</p> <p>2.3 May be required to provide 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 / supervised staff 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>	<ul style="list-style-type: none"> ▪ Develops and maintains inter and intra-professional clinical networks across South Australia and within the CHSALHN, CHSALHN MHS and SA Health; ▪ Actively shares and seeks out knowledge relevant to mental health practice and shares knowledge from professional development workshops conferences with staff from the Social Work discipline and members of CHSALHN MHS; ▪ Contributes to the supervision of students on clinical placement within the Social Work profession; and ▪ Attends mandatory and non-mandatory training opportunities required by the organisation and/ or recommended by the direct line manager or clinical supervisor.
3 Client / Customer Service	<p>3.1 Treat all consumers 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 consumer-centred practice and community engagement principles in development and delivery of services, ensuring consumers are meaningfully involved in all aspects of their care.</p>	<p>The incumbent supports consumers / carers / families across the consumer journey by:</p> <ul style="list-style-type: none"> ▪ Collaborating with consumers to set, implement and develop ways to review their own goals; ▪ Planning transitions between levels of service with the consumer, family/carer, community mental health team and other services; ▪ Working with consumers to identify areas where or advocacy may be required and carry out advocacy, empowering the consumer where possible and/or acting on their behalf in their interests; ▪ Developing clear bio-psycho-social formulations and plans and carrying through on these plans with direct work, appropriate referral and consumer and family collaboration; ▪ Acting to protect the rights and safety of consumers in the least restrictive manner, in balance with the rights and safety of other parties such as children of the consumer; ▪ Collaborating, mediating, providing counselling and referral as appropriate in the development or strengthening of existing support networks, including carers and family, friends, local communities and other service providers in consultation with relevant health professionals; ▪ Gaining knowledge of local resources in order to ensure that the consumer has access the range of services and activities that exist in the area; ▪ Collaborating with the team and other agencies to advocate for individual consumers and groups of consumers whose needs are not adequately met in the local area; ▪ Working collegially with Aboriginal Cultural Support Workers to support practice that is culturally safe and aware, when required; and ▪ Providing services that are relevant to the needs of consumers and enable them to make decisions concerning their health in

POSITION DESCRIPTION

		culturally appropriate ways.
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 (including Quality Risk and Safety [QRS], Adequate Records Management [ARM] and Client Management Engine [CME]).</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"> ▪ Maintains professional documentation and contributes to the development of consumer care plans; ▪ Contributes to the review, development and adaptation of clinical and administrative resources to support continuing practice Improvement (CPI) initiatives; ▪ Participates in all auditing and evaluation (internal and external) procedures and recommendations; ▪ Maintain appropriate statistics and records in accordance with CHSALHN MHS and SA Health requirements; ▪ Contributes to a range of health promotions programs within MHS; ▪ Utilises the Safety Learning System (SLS) to report consumer risks, incidents and consumer feedback; and ▪ From the Social Work professional perspective, writes clear, detailed and comprehensive reports appropriately documenting clinical opinion and recommendations.
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 CHSALHN, to support the effective, efficient, equitable distribution (according to need) and evidence-based nature of CHSALHN 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 Country Health SA's vision, mission, strategic priorities and values.</p>	<p>The incumbent:</p> <ul style="list-style-type: none"> ▪ Works as a member of the multi-disciplinary team with clinical and administrative duties; ▪ Actively participates in regular team meetings, and in a duty roster system for intake of referrals; ▪ Actively participates in MHS wide and local staff forums as required; ▪ Works effectively with other agencies to ensure that consumers are able to access coordinated care appropriate to their needs; ▪ Allocates and coordinates the delivery of individual psychosocial support packages; ▪ Participates as a member of the Social Work professional group in the local region and across CHSALHN MHS; and ▪ From the Social Work professional stream, contributes actively and constructively to consumer care planning by offering a discipline perspective.
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>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</p>	<p>The incumbent:</p> <ul style="list-style-type: none"> ▪ Contributes to the ongoing review, development and evaluation and implementation of high quality and effective mental health services; ▪ Contributes to the effective use of clinical resources, through optimising the balance between direct service provision to individuals and groups, preventative and health promotion

POSITION DESCRIPTION

	<p>services.</p> <p>6.3 Seek consumer feedback on services and respond proactively to client complaints and feedback. As required, contribute to investigations of consumer 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>	<p>activities and consultancy to external agencies;</p> <ul style="list-style-type: none"> ▪ In collaboration with the Manager/Team Leader, develops reports, submissions and proposals as required; and ▪ Contributes to local quality improvement activities and the Accreditation process.
<p>Approved by Authorised Officer</p>	<p>..... / /</p>	<p>Accepted by Incumbent</p> <p>..... / /</p>

APPLICANT GUIDELINES

Job Title	Social Worker	Classification	AHP2
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Ongoing
Area	Eyre Flinders and Far North Flinders Far North Community MH Team	FTE	1.0

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; and
 - 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"> ▪ Outline scope and nature of previous professional roles, including experience working in rural and remote contexts; ▪ Previous involvement in service development, including research and evaluation; ▪ Change management & project management skills / experience; and ▪ Competency in applying primary health care principles. c) Examples of other skills, knowledge or experiences that demonstrate your suitability for the role: <ul style="list-style-type: none"> ▪ Creativity, adaptability, resourcefulness, prioritisation and problem solving skills.
2. Personal and 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 your leadership / management style and experience.
3. Client / Customer Service	a) Knowledge of and commitment to CHSA services, priorities and strategic directions. b) Examples that demonstrate skills in community engagement, consumer-centred practice and cultural competency.
4. Administration and 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, team work 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.

POSITION DESCRIPTION

Job Title	Psychologist	Classification	AHP2	Position Number	M23623
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Ongoing	Position Created	January 2016
Area	Eyre Flinders and Far North Flinders Far North Community MH Team	FTE	1.0	Last Updated	February 2018
Criminal History Clearance Requirements: <input checked="" type="checkbox"/> Child (DCSI) <input checked="" type="checkbox"/> Aged (NPC) <input type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General probity (NPC)					

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 Country Health SA Local Health Network, Mental Health Service (CHSALHN MHS) 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.

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 consumer 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

CHSALHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. CSHALHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

Special Conditions

Key Relationships

POSITION DESCRIPTION

<ul style="list-style-type: none">▪ A current driver's license is essential, as is a willingness to drive on country roads and travel in light air craft 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 Background Screening and National Criminal History Clearance.▪ <i>Prescribed Positions</i> under the <i>Children's Protection Act (1993)</i> must obtain a satisfactory Background Screening and National Criminal History Clearance through the Screening and Licensing Unit, Department for Communities and Social Inclusion (DCSI).▪ <i>Approved Aged Care Provider Positions</i> as defined under the <i>Accountability Principles 1998</i> made in pursuant to the <i>Aged Care Act 2007 (Cth)</i> must obtain a satisfactory National Police Certificate (NPC) through the South Australia Police confirming the clearance is for the purpose of working in Aged Care.▪ <i>Prescribed Positions</i> will also require a NPC general probity clearance.▪ Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue.▪ 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.▪ 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.▪ Country Health SA Local Health Network Mental Health embraces the principles of positive psychology and aims to be a flourishing Mental Health service that impacts meaningfully and positively on the communities it serves. To this end, CHSALHN Mental Health promotes the principles of PERMA, as described by Dr Martin Seligman- Adelaide Thinker in Residence Program, for our staff, consumers and partners.▪ Will be required to comply with the requirements of the CHSALHN Procedure for Credentialing Allied Health and Scientific Health Professionals.▪ May be required to maintain a clinical caseload or clinical supervision responsibilities, the proportion of which may be subject to change, commensurate with other management / project / education / research responsibilities.▪ Must be willing to undertake mandatory Non-violent Crisis Intervention Training.▪ Participation in an on call after hour's roster may be required.	<ul style="list-style-type: none">▪ Reports operationally to the Please select through to the Regional Manager for operational and administrative matters.▪ Works under the clinical supervision, advice and support of the Advanced Clinical Lead (ACL) Psychology and/or the Clinical Senior (CS) Psychologist in accordance with the <i>SA Health Allied Health Clinical Supervision Framework</i>.▪ May contribute to the supervision of less experienced Psychology professionals, para-professional staff and students, under direction from the CS, Psychologist and/ or ACL, Psychology.▪ Works within a multi-disciplinary team framework, in collaboration with other health professionals, service providers and the community.▪ Develops and maintains cooperative and productive working relationships with all members of the multidisciplinary team, and members of the local health services.▪ Liaises with MH consumers, carers, members of the public, community organisations, external service providers, contractors, and stakeholders across other government and non-government departments.▪ Supports and works collaboratively with less experienced members of CHSALHN MHS and the Psychology profession including graduates and students.▪ 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

POSITION DESCRIPTION

<p>1. Technical Skills and Application</p>	<p>1.1 Apply professional expertise, developing generalist / specialist knowledge, clinical competence and experience to provide professional services to consumer 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 work load 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"> 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; Contributes to the coordination and delivery of high quality Psychology services to consumers, their carers and families; Conducts formal psychological assessments of eligible consumers using psychometric tests and other specialist assessment measures as appropriate; 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; 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; 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 Contributes to improvements in health outcomes by applying psychological principles and practices to the development and delivery of services to consumers.
<p>2. Personal and Professional Development</p>	<p>2.1 Work under reduced clinical supervision, and proactively draw on the support of experienced peers of diverse professional backgrounds, Clinical Specialists, Profession Leads and / or managers when required.</p> <p>2.2 Display a commitment to continuous personal and professional development by:</p> <ol style="list-style-type: none"> Attending all mandatory training and actively pursuing other training and development as required to maintain currency of clinical knowledge (which may include post-graduate study); Applying well-developed reflective practice skills to your own work, and supporting peers / students / supervised staff to develop reflective practice skills; Utilising the support of mentors and peers; 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; and May provide professional leadership in the relevant network, 	<p>The incumbent:</p> <ul style="list-style-type: none"> In accordance with the Psychology Board of Australia and SA <i>Health Allied Health Clinical Supervision Framework</i>, actively engages in and develops a formal clinical supervision agreement with the Clinical Senior , Psychologist and/or Advanced Clinical Lead, Psychology; Takes responsibility for attendance, preparation of agenda and formal reporting to ensure requirements for ongoing registration and credentialing with Psychology Board of Australia and CHSALHN Allied Health Clinical Supervision Framework are met; Actively participates within the CHSALHN Rural Psychology Professional Network and CHSALHN MHS professional development activities; Adopts a proactive approach to developing and maintaining contemporary knowledge and skills in the Psychology profession through participation in continuing education and staff development; Develops and maintains inter and intra-professional clinical

POSITION DESCRIPTION

	<p>including facilitating access to training for professional staff.</p> <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>networks across South Australia and within the CHSALHN, CHSALHN MHS and SA Health;</p> <ul style="list-style-type: none"> Actively shares and seeks out knowledge relevant to mental health practice and shares knowledge from professional development workshops and conferences with staff from the Psychology Discipline and members of CHSALHN MHS; Contributes to the supervision and support of students on clinical placement within the Psychology profession; and Attends mandatory and non-mandatory training opportunities required by the organisation and/or recommended by the direct line manager or clinical supervisor.
3 Consumer / Customer Service	<p>3.1 Treat all consumers 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 consumer-centred practice and community engagement principles in development and delivery of services; ensuring consumers are meaningfully involved in all aspects of their care.</p>	<ul style="list-style-type: none"> Collaborates with consumers to set, implement and develop ways to review their own goals; Provides psychological services to consumers, which may include working with their carers and families; Promotes an approach to service provision within the team, service and region which is consistent with a recovery orientation; Provides services that are relevant to the needs of consumers and enable them to make decisions concerning their health in culturally appropriate ways; and Supports practice and services that are culturally safe and aware, in collaboration with Aboriginal Cultural Support Workers.
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 (including Quality Risk & Safety [QRS], Adequate Records Management [ARM] and Client Management Engine [CME]).</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"> Maintains professional documentation and contributes to the development of consumer care plans; Contributes to the review, development and adaptation of clinical and administrative resources to support continuing practicing Improvement (CPI) initiatives; Participates in all auditing and evaluation (internal and external) procedures and recommendations; Maintains appropriate statistics and records in accordance with CHSALHN MHS and SA Health requirements; Utilises the Safety Learning System (SLS) to report consumer risks, incidents and consumer feedback; From the Psychology professional perspective, writes clear, detailed and comprehensive reports appropriately documenting clinical opinion and recommendations; Prepares formal typed reports of psychological assessments and interventions; Ensures documentation of assessments, actions and outcomes in consumer records;

POSITION DESCRIPTION

		<ul style="list-style-type: none"> Ensures compliance with organisational requirements regarding participation in monitoring and evaluating outcomes, record keeping, data collection and administrative processes; and Contributes to the effective research, planning, coordination, reporting and evaluation of minor projects or aspects of major projects as required.
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 CHSA; to support the effective, efficient, equitable distribution (according to need) and evidence-based nature of CHSA LHN 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 consumers, the community, team members, management and other stakeholders.</p> <p>5.5 Work in accordance with Country Health SA's vision, mission, strategic priorities and values.</p>	<p>The incumbent:</p> <ul style="list-style-type: none"> Works as a member of the multi-disciplinary team with clinical and administrative duties; Actively participates in regular team meetings and in a duty roster system for intake of referrals as appropriate/required; Actively participates in MHS wide and local staff forums as required; Works effectively with other agencies to ensure that consumers are able to access coordinated care appropriate to their needs; Participates as a member of the Psychology professional group in the local region and across CHSALHN MHS; From the Psychology professional stream, contributes actively and constructively to consumer care planning by offering a discipline perspective; Liaises with team members in the management of challenging behaviours, consumers with complex needs, and works with colleagues to resolve conflict situations; Provides psychology support and advice to community mental health teams, and other rural health service providers, as required; and Participates actively as a member of the CHSA Rural Psychology Network.
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>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 consumer feedback on services and respond proactively to consumer complaints and feedback. As required, contribute to investigations of consumer complaints, with a view to informing systematic improvements in services.</p>	<p>The incumbent:</p> <ul style="list-style-type: none"> Contributes to the ongoing review, development, evaluation and implementation of high quality and effective mental health services; 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; In collaboration with the direct line manager, develop reports, submissions and proposals as required; Contributes to local quality improvement activities and accreditation;

POSITION DESCRIPTION

	<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"> Collects required data to evaluate the effectiveness of psychology services; 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.
<p>Approved by Authorised Officer</p>	<p>..... / /</p>	<p>Accepted by Incumbent</p> <p>..... / /</p>

APPLICANT GUIDELINES

Job Title	Psychologist	Classification	AHP2
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Ongoing
Area	Eyre Flinders and Far North Flinders Far North Community MH Team	FTE	1.0

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"> ▪ Outline scope and nature of previous professional roles, including experience working in rural and remote contexts ▪ Previous involvement in service development, including research and evaluation ▪ Change management and project management skills / experience ▪ Competency in applying primary health care principles ▪ Experience in the administration of structured psychological assessments and the preparation of formal psychological reports ▪ Experience in the design, implementation and monitoring of planned interventions for patients with complex needs, including cognitive behavioural and other approaches ▪ Experience in the provision of psychological services in an acute acute, community and rehabilitation mental health setting ▪ Experience in psychological group treatments c) Examples of other skills, knowledge or experiences that demonstrate your suitability for the role <ul style="list-style-type: none"> ▪ 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 your leadership / management style and experience
3. Consumer / Customer Service	a) Knowledge of and commitment to CHSALHN services, priorities and strategic directions b) Examples that demonstrate skills in community engagement, consumer-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, team work 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

POSITION DESCRIPTION

Job Title	Occupational Therapist	Classification	AHP2	Position Number	M23623
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Ongoing	Position Created	January 2016
Area	Eyre Flinders and Far North Flinders Far North Community MH Team	FTE	1.0	Last Updated	February 2018
Criminal History Clearance Requirements:		<input checked="" type="checkbox"/> Child (DCSI) <input checked="" type="checkbox"/> Aged (NPC) <input type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General probity (NPC)			

Broad Purpose of the Position

The Occupational Therapist (OT) applies clinical experience, increasingly generalist and / or specialist clinical knowledge and professional competence to plan, implement and evaluate a comprehensive and integrated range of services, appropriate to the needs of the consumers, their carer's and families.

The Occupational Therapist works under reduced clinical direction, and may contribute to the clinical supervision of less experienced allied health professionals, allied health assistants and students. As a member of a multi-disciplinary team, including health professionals and service providers from other sectors, the Occupational Therapist, utilises a combination of preventative, early intervention, treatment / therapy and evaluation approaches.

Qualifications

Must hold a recognised Occupational Therapy qualification and as a regulated profession be eligible for registration as an occupational therapist within Australia.

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

CHSALHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. CSHALHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

POSITION DESCRIPTION

Special Conditions

- A current driver's license is essential, as is a willingness to drive on country roads and travel in light air craft 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 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 (DCSI).
- *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 Australia Police confirming the clearance is for the purpose of working in Aged Care.
- *Prescribed Positions* will also require a NPC general probity clearance.
- Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue.
- 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.
- 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.
- Country Health SA Local Health Network Mental Health embraces the principles of positive psychology and aims to be a flourishing Mental Health service that impacts meaningfully and positively on the communities it serves. To this end, CHSALHN Mental Health promotes the principles of PERMA, as described by Dr Martin Seligman- Adelaide Thinker in Residence Program, for our staff, consumers and partners.
- Will be required to comply with the requirements of the CHSALHN Procedure for Credentialing Allied Health and Scientific Health Professionals
- May be required to maintain a clinical caseload or clinical supervision responsibilities, the proportion of which may be subject to change, commensurate with other management / project / education / research responsibilities.
- Must be willing to undertake mandatory Non-violent Crisis Intervention Training. Participation in an on call after hour's roster may be required.

Key Relationships

- Reports operationally to the *Select Position* through to the Regional Manager for operational and administrative matters.
- Works under the clinical supervision, advice and support of the Advanced Clinical Lead, Occupational Therapy or Clinical Senior, Occupational Therapist in accordance with the *SA Health Allied Health Clinical Supervision Framework*.
- May contribute to the supervision of less experienced Occupational Therapy professionals, para-professional staff and students, under direction from the Clinical Senior Occupational Therapist or Advanced Clinical Lead, Occupational Therapy.
- Works within a multi-disciplinary framework, in collaboration with other health professionals, service providers and the community
- Develops and maintains cooperative and productive working relationships with all members of the multidisciplinary MHS, and members of the local health services.
- Liaises with MH consumers, carers, members of the public, community organisations, external service providers, contractors, and stakeholders across other government and non-government departments.
- Supports and works collaboratively with less experienced members of the Occupational Therapy mental health profession including graduates and students.
- May be required to temporarily fulfill a higher position, appropriate to the incumbent's skills and capacity.

POSITION DESCRIPTION

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 consumer 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 work load 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"> 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; Develops and maintains a working knowledge of regional and local support programs including home support services; Provides a comprehensive high quality occupational therapy mental health service to consumers and their carer's; Incorporates an occupational perspective (inclusive of occupational therapy assessment and intervention) that is evidence based, informed and appropriate to post graduate experience, registration and credentialing status; Applies knowledge of contemporary methods of treatment and application in mental health; and Provides a consultancy service to other staff, agencies and community members regarding provision of holistic mental health care services to consumers.
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 Specialists, Profession Leads and / or managers when required.</p> <p>2.2 Display a commitment to continuous personal and professional development by:</p> <ol style="list-style-type: none"> Attending all mandatory training and actively pursuing other training and development as required to maintain currency of clinical knowledge (which may include post-graduate study); Applying well-developed reflective practice skills to your own work, and supporting peers / students / supervised staff to develop reflective practice skills; Utilising the support of mentors and peers; Actively participating in the Annual Professional Development and Review (PDR) process, including developing and pursuing a personal / professional development plan in consultation with your line manager / clinical supervisor; and May provide professional leadership in the relevant network, including facilitating access to training for professional staff. <p>2.3 May be required to provide 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>The incumbent:</p> <ul style="list-style-type: none"> In accordance with the CHSALHN Allied Health Clinical Supervision Framework actively engages in and develops a formal clinical supervision agreement with the Clinical Senior, Occupational Therapist and Advanced Clinical Lead, Occupational Therapy; Takes responsibility for attendance, preparation of agenda and formal reporting to ensure requirements for ongoing registration and credentialing with <i>SA Health Allied Health Clinical Supervision Framework</i> are met; Actively participates within the CHSALHN Occupational Therapy and CHSALHN MHS professional development activities; Adopts a proactive approach to developing and maintaining contemporary knowledge and skills in the Occupational Therapy Profession through participation in continuing education and staff development; Develops and maintains inter and intra-professional clinical networks across South Australia and within the CHSALHN, CHSALHN MHS and SA Health; Actively shares and seeks out knowledge relevant to Mental Health practice and shares knowledge from professional development workshops conferences with staff from the Occupational Therapy Discipline and members of CHSALHN MHS;

POSITION DESCRIPTION

	2.4 Develop, share and support your peers / supervised staff 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).	<ul style="list-style-type: none"> Contributes to the supervision of students on clinical placement within the Occupational Therapy profession; and Attends mandatory and non-mandatory training opportunities required by the organisation and/or recommended by the direct line manager or clinical supervisor.
3 Client / Customer Service	3.1 Treat all consumers with respect, be responsive to their needs, and act on opportunities to improve the quality of customer service in your operational area. 3.2 Promote cultural safety by valuing and promoting the cultural needs of the community. 3.3 Contribute to improvements in the patient-journey driven distribution of services and apply consumer-centred practice and community engagement principles in development and delivery of services, ensuring consumers are meaningfully involved in all aspects of their care.	The incumbent: <ul style="list-style-type: none"> Supports consumers through their patient journey by applying a recovery orientated and an occupational perspective approach to practice that is evidence based formed; Utilises service eligibility and prioritisation frameworks to inform work plans and services in accordance with community needs; Advocates on behalf of consumers with a mental illness; and Applies comprehensive knowledge of the National Mental Health Strategy, Mental Health Standards and relevant legislation.
4 Administration and Documentation	4.1 Comply with organisational requirements for the accurate and timely completion of documentation and statistics. 4.2 Contribute to the efficient and effective use of materials and resources. 4.3 Prepare reports and / or recommendations to assist management decision making. 4.4 Appropriately identify, use and apply relevant policies, procedures, reporting and documentation systems (including Quality Risk & Safety [QRS], Adequate Records Management [ARM] and Client Management Engine [CME]). 4.5 Competently utilise the Microsoft Office suite of software, Email and Internet in fulfilling the requirements of the role. 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.	The incumbent: <ul style="list-style-type: none"> Maintains professional documentation and contributes to the development of consumer care plans; Contributes to the review, development and adaptation of clinical and administrative resources to support continuing practicing Improvement (CPI) initiatives; Participates in all auditing and evaluation (internal and external) procedures and recommendations; Maintains appropriate statistics and records in accordance with CHSALHN MHS and SA Health requirements; Contributes to a range of health promotions programs within CHSALHN MHS; Utilises the Safety Learning System (SLS) to report consumer risks, incidents and consumer feedback; and From the Occupational Therapy professional perspective, writes clear, detailed and comprehensive reports appropriately documenting clinical opinion and recommendations.
5 Teamwork and Communication	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 CHSALHN; to support the effective, efficient, equitable distribution (according to need) and evidence-based nature of CHSALHN services. 5.2 Promote service integration through the development of active collaborative partnership with relevant agencies and individuals. 5.3 Work positively within a team, foster teamwork and support others	The incumbent: <ul style="list-style-type: none"> Works as a member of a multidisciplinary team and contributes towards required clinical and administrative duties as appropriate. Actively participates in regular team meetings, participate in a duty roster system for intake of referrals; Actively participates in CHSALHN MHS wide and local staff forums as required; Works effectively with other agencies to ensure that consumers

POSITION DESCRIPTION

	<p>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 consumers, the community, team members, management and other stakeholders</p> <p>5.5 Work in accordance with Country Health SA's vision, mission, strategic priorities and values.</p>	<p>are able to access coordinated care appropriate to their needs;</p> <ul style="list-style-type: none"> Allocates and coordinates the delivery of individual psychosocial support packages; Participates as a member of the Occupational Therapy professional group in the local region and across CHSALHN MHS; and From the Occupational Therapy professional stream, contributes actively and constructively to consumer care planning by offering an Occupational Therapy discipline specific perspective.
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>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 consumer feedback on services and respond proactively to consumer complaints and feedback. As required, contribute to investigations of consumer 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>	<p>The incumbent:</p> <ul style="list-style-type: none"> Contributes to the ongoing review, development and evaluation and implementation of high quality and effective mental health services; 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; In collaboration with the direct line manager, develop reports, submissions and proposals as required; and Contributes to local quality improvement activities and accreditation.
Approved by Authorised Officer / /	Accepted by Incumbent
	 / /

APPLICANT GUIDELINES

Job Title	Occupational Therapist	Classification	AHP2
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Ongoing
Area	Eyre Flinders and Far North Flinders Far North Community MH Team	FTE	1.0

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"> ▪ Outline scope and nature of previous professional roles, including experience working in rural and remote contexts; ▪ Previous involvement in service development, including research and evaluation; ▪ Change management & project management skills / experience; and ▪ Competency in applying primary health care principles. c) Examples of other skills, knowledge or experiences that demonstrate your suitability for the role: <ul style="list-style-type: none"> ▪ Creativity, adaptability, resourcefulness, prioritisation and problem solving skills.
2. Personal and 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 your leadership / management style and experience.
3. Client / Customer Service	a) Knowledge of and commitment to CHSALHN services, priorities and strategic directions. b) Examples that demonstrate skills in community engagement, consumer-centred practice and cultural competency.
4. Administration and 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, team work 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.

POSITION DESCRIPTION

Job Title	Social Worker	Classification	AHP1	Position Number	M23623
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Ongoing	Position Created	January 2016
Area	Eyre Flinders and Far North Flinders Far North Community MH Team	FTE	1.0	Last Updated	February 2018
Criminal History Clearance Requirements: <div> <input checked="" type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child- Prescribed (DCSI) <input type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC) </div>					

Broad Purpose of the Position

Under the direct supervision of a senior clinician, the Social Worker (SW) will contribute to the delivery of a comprehensive and integrated range of evidenced based, recovery oriented services across the multi-disciplinary Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS) appropriate to the needs of the consumer and the local community. The SW will consolidate knowledge and skills and develop in capability through continuous professional development and experience.

To achieve this, the SW contributes to the delivery of integrated clinical mental health care to consumers across community, acute and rehabilitation service settings and utilises a combination of Social Work preventative, early intervention, therapeutic and evaluative approaches, including individual and family therapeutic approaches, group programs, health promotion and community development programs.

Qualifications

Must hold a recognised qualification within the Social Work profession, and be eligible for full membership of the Australian Association of Social Workers (AASW). As a self-regulated profession, it is desirable to participate in the AASW Continuing Professional Education (CPE) Accreditation Program.

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

CHSALHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. CSHALHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

Special Conditions

Key Relationships

POSITION DESCRIPTION

<ul style="list-style-type: none">▪ It is mandatory that no person, whether currently working in SA Health or not, 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 (DCSI).▪ Approved Aged Care Provider Positions as defined under the Accountability Principles 1998 made in pursuant to the Aged Care Act 2007 (Cwth.) must obtain a satisfactory National Police Certificate (NPC) through the South Australian Police confirming clearance for working in Aged Care.▪ Prescribed Positions will also require a NPC general probity clearance.▪ Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue.▪ Will be required to comply with the requirements of the CHSALHN Procedure for Credentialing Allied Health and Scientific Health Professionals.▪ 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.▪ The incumbent will be required to fulfil all SA Health and CHSALHN requirements to ensure registration is maintained including participation in ongoing professional development and relevant clinical supervision requirements.▪ Participation in an on call after-hours roster; flexibility and some out of hours work may be required.▪ The incumbent must be willing to undertake mandatory Non-violent Crisis Intervention Training.▪ A current driver’s license is essential, as is a willingness to drive on country roads and travel in light air craft as required. Intra-state travel and inter-state travel may be required.▪ 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.▪ CHSALHN MHS embraces the principles of positive psychology and aims to be a flourishing MH service that impacts meaningfully and positively on the communities it serves. To this end, CHSALHN MHS promotes the principles of PERMA, as described by Dr Martin Seligman in the Adelaide Thinker in Residence Program, for our staff, consumers and partners.	<ul style="list-style-type: none">▪ Reports operationally to the Select Position through to the Regional Manager for operational and administrative matters.▪ Works under Clinical Supervision from a more senior Social Worker in accordance with the <i>CHSALHN Supervision Allied Health Clinical Support Framework</i>.▪ Draws on multi-professional clinical networks for support in specialty areas of mental health service delivery.▪ Works within a multi-disciplinary framework, in collaboration with other health professionals, service providers and the community.▪ Develops and maintains cooperative and productive working relationships with all members of the multidisciplinary MHS, and members of the local health services.▪ Liaises with MH consumers, carers, members of the public, community organisations, external service providers, contractors, and stakeholders across other government and non-government departments.▪ Works collaboratively with other members of the Social Work profession including but not limited to students.▪ 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

POSITION DESCRIPTION

<p>1. Technical Skills and Application</p>	<p>1.1 Provide a broad range of clinical services, selecting, adopting and applying methods, procedures and standards which are generally well established and straight forward.</p> <p>1.2 Exercise professional judgment within prescribed areas, with support from a senior professional to verify methods and results.</p> <p>1.3 Provide straight forward clinical services, including one-on-one, group and health promotion activities.</p> <p>1.4 Manage and prioritise personal workload.</p>	<ul style="list-style-type: none"> ▪ 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. ▪ Provides a broad range of social work services to consumers and their carer's, incorporating holistic assessment and treatment, prevention, education and early intervention strategies, as appropriate to experience and capability. ▪ Provides a combination of individual, group and population health services targeting at risk and priority consumer and groups within the community, in accordance with service eligibility and prioritisation criteria. ▪ Develops and maintains an understanding of the roles of other health care workers and agency personnel to facilitate holistic mental health care of consumers and appropriate cross-referral and multi-disciplinary teamwork. ▪ Develops and maintains a working knowledge of regional and local support programs including rehabilitation and home support services.
<p>2. Personal and Professional Development</p>	<p>2.1 Operate under direct supervision (which will decrease as experience increases), and draw on support from experienced peers of diverse professional backgrounds and/or Managers as required.</p> <p>2.2 Display a commitment to continuous personal and professional development by:</p> <ol style="list-style-type: none"> a. Attending all mandatory training and actively pursuing other training and development as required to maintain currency of clinical knowledge; b. Applying reflective practice skills; c. Utilising the support of mentors and peers; and d. Actively participating in the professional development and review (PDR) process. <p>2.3 Contribute to the development of knowledge of effective practice through research, evaluation of services and information sharing with peers.</p> <p>2.4 With at least 12 months post-graduate experience, may be required to review aspects of the work of peers, provide professional advice to more recently employed allied health professionals, and contribute to the supervision of students and allied health assistants.</p>	<ul style="list-style-type: none"> ▪ Receives clinical advice, mentorship and support from the direct line manager. ▪ Works under Clinical Supervision and receives advice and support from a more senior Social Worker in accordance with the <i>CHSALHN Supervision Allied Health Clinical Support Framework</i>. ▪ Actively participates within the CHSALHN Social Work Professional Network and CHSALHN MHS professional development activities. ▪ For professional associations requiring registration, all requirements with regard to ongoing annual professional development are maintained. ▪ Adopts a proactive approach to developing and maintaining contemporary knowledge and skills in the Social Work Profession through participation in continuing education and staff development. ▪ Develops and maintains inter and intra-professional clinical networks across South Australia and within the CHSALHN, CHSALHN MHS and SA Health. ▪ Actively shares and seeks out knowledge relevant to Mental Health practice. ▪ As appropriate to experience and qualifications, provides support to peers and contributes to the supervision of students and support staff.

POSITION DESCRIPTION

		<ul style="list-style-type: none"> Attends mandatory and non-mandatory training opportunities required by the organisation and/ or recommended by the direct line manager or clinical supervisor.
3 Client / Customer Service	<p>3.1 Treat all consumers 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 Apply consumer-centred practice and community engagement principles in the provision of services, ensuring consumers are meaningfully involved in all aspects of their care.</p>	<ul style="list-style-type: none"> Under direction, supports consumers through the patient journey providing effective assessment, timely referrals, accurate information, coordinated care and prompt follow up. Applies social work knowledge, skills and values in working directly with consumers and their network and with the wider community to enhance recover and self-determination with least restrictive practice. Provides direct counselling and support to consumers, facilitating them, and their families and supporters in their choices about appropriate care options. Contributes to bio-psycho-social formulations and plans and carrying through on these plans with direct work, appropriate referral and consumer and family collaboration. Acts to protect the rights and safety of consumers in the least restrictive manner, and balance the rights and safety of other parties such as children of the consumer. Provides counselling and signposting toward the development or strengthening of existing support networks, in consultation with other health professionals. Gains knowledge of local resources in order to ensure that the consumer has access to the range of services and activities that exist in the area. Utilises service eligibility and prioritisation frameworks to inform work plans and services in accordance with community needs.
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 which incorporate recommendations on straight forward operations.</p> <p>4.4 Appropriately identify, use and apply relevant policies, procedures, reporting and documentation systems (including Quality Risk and Safety [QRS], Adequate Records Management [ARM] and Client Management Engine [CME]).</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 undertake projects or assignments of limited scope and complexity, or contribute to a minor phase of a broader / more complex project.</p>	<ul style="list-style-type: none"> Maintains appropriate statistics and records in accordance with CHSALHN MHS and SA Health requirements. Contributes to a range of health promotions programs and projects within CHSALHN MHS. Utilises the Safety Learning System (SLS) to report consumer risks, incidents and consumer feedback. From the Social Work perspective, writes reports that detail clear clinical opinion and recommendations.

POSITION DESCRIPTION

5 Teamwork and Communication	<p>5.1 Participate in service planning to improve the effectiveness, efficiency, equitable distribution and evidence-based nature of CHSALHN 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, develop effective working relationships and contribute constructively to achieving team goals.</p> <p>5.4 Communicate effectively with a range of people (both verbally and in writing).</p> <p>5.5 Work in accordance with CHSALHN's vision, mission, strategic priorities and values.</p>	<ul style="list-style-type: none"> ▪ Contributes constructively and actively as a member of the multi-disciplinary team. ▪ Actively participates in team meetings and activities. ▪ Actively participates in MHS wide and local staff forums as required. ▪ Works effectively with other agencies to ensure that consumers are able to access coordinated care appropriate to their needs. ▪ Participates as a member of the Social Work group in the local region and across CHSALHN MHS.
6 Continuous Improvement	<p>6.1 Contribute to Quality Improvement programs and other organisational activities required to meet Service / Accreditation standards.</p> <p>6.2 Contribute to the ongoing monitoring, evaluation and review of services.</p> <p>6.3 Proactively respond to consumer complaints and feedback.</p> <p>6.4 Contribute to discipline-specific and trans-professional research and service development, through data collection, collation, analysis and the development of recommendations on basic operations.</p> <p>6.5 Complying with the Code of Ethics for Public Sector Employees.</p>	<ul style="list-style-type: none"> ▪ Contributes to on-going review, development, evaluation and implementation of Allied Health related services within CHSALHN MHS. ▪ Contributes to quality improvement activities and the Accreditation process.
Approved by Authorised Officer	<p>..... / /</p>	<p>Accepted by Incumbent</p> <p>..... / /</p>

APPLICANT GUIDELINES

Job Title	Social Worker, Mental Health	Classification	AHP1
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Select Term
Area	Select Rural Region Select Local Team Select Service Type	FTE	Click here to enter text

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 the type of information you may like to include.
 - You do not need to address the selection criteria individually in your written application. These 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 <i>(suggestions of information to include in your application)</i>
1. Technical Skills and Application	a) Your professional qualifications, professional association membership and registration status (if relevant) - <i>refer page 1 for minimum qualification requirements.</i> b) Professional experience <i>relevant to this role</i> : <ul style="list-style-type: none"> ▪ Outline scope and nature of previous professional roles; ▪ Previous involvement in service development (may include outcome measures, research & evaluation); ▪ Project management skills or knowledge of project management principles; and ▪ Examples of competency in applying primary health care principles. c) <i>Examples</i> of other skills, knowledge or experiences that demonstrate your suitability for the role: <ul style="list-style-type: none"> ▪ e.g.: creativity, resourcefulness, flexibility, adaptability, problem solving skills.
2. Personal and professional development	a) Outline previous initiatives that demonstrate your commitment to reflective practice, and proactive development of self and others. May include reference to training or additional qualifications <i>of relevance to this role.</i> b) Any experience in leadership and management (work or non-work roles).
3. Client / Customer Service	a) Knowledge of CHSALHN services, priorities and strategic directions. b) Previous experience & skills in community engagement, consumer-centred practice and cultural competency.
4. Administration and Documentation	a) Highlight <i>relevant</i> skills, experience or training. Include reference to specific systems or software programs <i>if relevant.</i>
5. Teamwork and Communication	a) Outline your communication and team work skills, <i>with examples.</i> b) <i>Examples</i> of your ability to contribute to an effective team, including working with diverse health professionals, the community and service providers from other sectors.
6. Continuous Improvement	a) <i>Examples</i> of how you have contributed previously to quality improvement, evaluation and research or demonstrated understanding of how this role would contribute to continuous improvement.

POSITION DESCRIPTION

Job Title	Provisional Psychologist	Classification	AHP1	Position Number	M23623
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Ongoing	Position Created	January 2016
Area	Eyre Flinders and Far North Flinders Far North Community MH Team	FTE	1.0	Last Updated	February 2018
Criminal History Clearance Requirements:		<input checked="" type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child- Prescribed (DCSI) <input type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)			

Broad Purpose of the Position

The Provisional Psychologist (PP) will contribute to the delivery of a comprehensive and integrated range of evidenced based, recovery oriented services across the multi-disciplinary Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS) appropriate to the needs of the consumer and the local community.

The Provisional Psychologist will be clinically supervised under a supervision plan approved by the Psychology Board of Australia by a Senior Psychologist approved by the Board as a supervisor, and will consolidate knowledge, skills and develop in capability through continuous professional development and experience. To achieve this, the Provisional Psychologist contributes to the delivery of integrated clinical mental health care to consumers across community, acute and rehabilitation service settings and utilises a combination of Psychological assessments and interventions / therapies.

Qualifications

Must hold a recognised qualification within the Psychology profession, be provisionally registered with the Psychology Board of Australia, and working towards full registration under an arrangement approved by the Board, such as a Clinical Master's degree or a Psychology Internship, and must comply with all Psychology Board requirements including those relating to clinical supervision and restrictions on practice.

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

POSITION DESCRIPTION

CHSALHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. CHSALHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

Special Conditions

- It is mandatory that no person, whether currently working in SA Health or not, 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 (DCSI).
- Approved Aged Care Provider Positions as defined under the Accountability Principles 1998 made in pursuant to the Aged Care Act 2007 (Cwth.) must obtain a satisfactory National Police Certificate (NPC) through the South Australian Police confirming clearance for working in Aged Care.
- Prescribed Positions will also require a NPC general probity clearance.
- Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue.
- Will be required to comply with the requirements of the CHSALHN Procedure for Credentialing Allied Health and Scientific Health Professionals
- 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.
- The incumbent will be required to fulfil all SA Health and CHSALHN requirements to ensure registration is maintained including participation in ongoing professional development and relevant clinical supervision requirements.
- Participation in an on call after-hours roster; flexibility and some out of hours work may be required.
- The incumbent must be willing to undertake mandatory Non-violent Crisis Intervention Training.
- A current driver's license is essential, as is a willingness to drive on country roads and travel in light air craft as required. Intra-state travel and inter-state travel may be required.
- 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.
- CHSALHN MHS embraces the principles of positive psychology and aims to be a flourishing MH service that impacts meaningfully and positively on the communities it serves. To this

Key Relationships

- Reports operationally to the [Select Position](#) through to the Regional Manager for operational and administrative matters.
- Works under Clinical Supervision, from a more senior Psychologist in accordance with the *CHSALHN Supervision Allied Health Clinical Support Framework* and the Psychology Board of Australia approved supervision agreement.
- Draws on multi-professional clinical networks for support in specialty areas of mental health service delivery.
- Works within a multi-disciplinary framework, in collaboration with other health professionals, service providers and the community.
- Develops and maintains cooperative and productive working relationships with all members of the multidisciplinary MHS, and members of the local health services.
- Liaises with MH consumers, carers, members of the public, community organisations, external service providers, contractors, and stakeholders across other government and non-government departments.
- Works collaboratively with other members of the Psychology profession including but not limited to students.
- May be required to temporarily fulfill a higher position, appropriate to the incumbent's skills and capacity.

POSITION DESCRIPTION

end, CHSALHN MHS promotes the principles of PERMA, as described by Dr Martin Seligman in the Adelaide Thinker in Residence Program, for our staff, consumers and partners.		
Key Result Areas	Generic Requirements	Specific or Local Requirements
1. Technical Skills and Application	1.1 Provide a broad range of clinical services, selecting, adopting and applying methods, procedures and standards which are generally well established and straight forward. 1.2 Exercise professional judgment within prescribed areas, with support from a senior professional to verify methods and results. 1.3 Provide straight forward clinical services, including one-on-one, group and health promotion activities. 1.4 Manage and prioritise personal workload.	<ul style="list-style-type: none"> 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. Provides a high quality psychology service to consumers and their carer's, incorporating psychological assessment and interventions that are evidence based and as appropriate to registration and credentialing status. Provides a combination of individual, group and population health services targeting at risk and priority consumer and groups within the community, in accordance with service eligibility and prioritisation criteria. Develops and maintains an understanding of the roles of other health care workers and agency personnel to facilitate holistic mental health care of consumers and appropriate cross-referral and multi-disciplinary teamwork. Develops and maintains a working knowledge of regional and local support programs.
2. Personal and Professional Development	2.1 Operate under direct supervision (which will decrease as experience increases), and draw on support from experienced peers of diverse professional backgrounds and/or Managers as required. 2.2 Display a commitment to continuous personal and professional development by: <ol style="list-style-type: none"> Attending all mandatory training and actively pursuing other training and development as required to maintain currency of clinical knowledge; Applying reflective practice skills; Utilising the support of mentors and peers; and Actively participating in the professional development and review (PDR) process. 2.3 Contribute to the development of knowledge of effective practice through research, evaluation of services and information sharing with peers. 2.4 With at least 12 months post-graduate experience, may be required to review aspects of the work of peers, provide professional advice to more recently employed allied health professionals, and	<ul style="list-style-type: none"> Receives clinical advice, mentorship and support from the direct line manager. Works under clinical supervision and receives advice and support from a more senior psychologist in accordance with the <i>CHSALHN Supervision Allied Health Clinical Support Framework</i> and the Psychology Board approved supervision agreement. Actively participates within the CHSALHN Psychology Professional Network and CHSALHN MHS professional development activities. All requirements of the Psychology Board with regard to ongoing annual professional development and continuation of registration are maintained. Adopts a proactive approach to developing and maintaining contemporary knowledge and skills in the Psychology Profession through participation in continuing education and staff development. Develops and maintains inter and intra-professional clinical networks across South Australia and within the CHSALHN,

POSITION DESCRIPTION

	contribute to the supervision of students and allied health assistants.	<p>CHSALHN MHS and SA Health.</p> <ul style="list-style-type: none"> Actively shares and seeks out psychological knowledge relevant to Mental Health practice. As appropriate to experience and qualifications, provides support to peers and contributes to the supervision for students and support staff. Attends mandatory and non-mandatory training opportunities required by the organisation and/ or recommended by the direct line manager or clinical supervisor.
3 Client / Customer Service	<p>3.1 Treat all consumers 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 & promoting the cultural needs of the community.</p> <p>3.3 Apply consumer-centred practice and community engagement principles in the provision of services, ensuring consumers are meaningfully involved in all aspects of their care</p>	<ul style="list-style-type: none"> Supports consumers through their consumer journey providing effective assessment, timely referrals, accurate information, coordinated care and prompt follow up. Utilises service eligibility and prioritisation frameworks to inform work plans and services in accordance with community needs. Assists consumers, their carer's and families to make informed choices about appropriate care options. Gains knowledge of local resources in order to ensure that the consumer has access to the range of services and activities that exist in the area.
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 which incorporate recommendations on straight forward operations.</p> <p>4.4 Appropriately identify, use and apply relevant policies, procedures, reporting and documentation systems (including Quality Risk & Safety [QRS], Adequate Records Management [ARM] and Client Management Engine [CME]).</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 undertake projects or assignments of limited scope and complexity, or contribute to a minor phase of a broader / more complex project.</p>	<ul style="list-style-type: none"> Maintains appropriate statistics and records in accordance with CHSALHN MHS and SA Health requirements. Contributes to a range of health promotions programs and projects within CHSALHN MHS. Utilises the Safety Learning System (SLS) to report consumer risks, incidents and consumer feedback. From the Psychological perspective, writes professional psychological reports that detail clear clinical opinion and recommendations.
5 Teamwork and Communication	<p>5.1 Participate in service planning to improve the effectiveness, efficiency, equitable distribution and evidence-based nature of CHSALHN services.</p> <p>5.2 Promote service integration through the development of active collaborative partnership with relevant agencies and individuals.</p>	<ul style="list-style-type: none"> Contributes constructively and actively as a member of the multi-disciplinary team. Actively participates in team meetings and activities. Actively participates in MHS wide and local staff forums as required.

POSITION DESCRIPTION

	<p>5.3 Work positively within a team, develop effective working relationships and contribute constructively to achieving team goals.</p> <p>5.4 Communicate effectively with a range of people (both verbally and in writing).</p> <p>5.5 Work in accordance with CHSALHN's vision, mission, strategic priorities and values.</p>	<ul style="list-style-type: none"> Works effectively with other agencies to ensure that consumers are able to access coordinated care appropriate to their needs. Participates as a member of the Psychology group in the local region and across CHSALHN MHS.
6 Continuous Improvement	<p>6.1 Contribute to Quality Improvement programs and other organisational activities required to meet Service / Accreditation standards.</p> <p>6.2 Contribute to the ongoing monitoring, evaluation and review of services.</p> <p>6.3 Proactively respond to consumer complaints and feedback.</p> <p>6.4 Contribute to discipline-specific and trans-professional research and service development, through data collection, collation, analysis and the development of recommendations on basic operations.</p> <p>6.5 Complying with the Code of Ethics for Public Sector Employees.</p>	<ul style="list-style-type: none"> Contributes to on-going review, development, evaluation and implementation of Allied Health related services within CHSALHN MHS. Contributes to quality improvement activities and the accreditation process.
Approved by Authorised Officer / /	Accepted by Incumbent

APPLICANT GUIDELINES

Job Title	Provisional Psychologist, Mental Health	Classification	AHP1
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Ongoing
Area	Eyre Flinders and Far North Flinders Far North Community MH Team	FTE	1.0

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 the type of information you may like to include.
 - You do not need to address the selection criteria individually in your written application. These 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 <i>(suggestions of information to include in your application)</i>
1. Technical Skills and Application	a) Your professional qualifications, professional association membership and registration status (if relevant) - <i>refer page 1 for minimum qualification requirements.</i> b) Professional experience <i>relevant to this role</i> : <ul style="list-style-type: none"> ▪ Outline scope and nature of previous professional roles; ▪ Previous involvement in service development (may include outcome measures, research & evaluation); ▪ Project management skills or knowledge of project management principles; and ▪ Examples of competency in applying primary health care principles. c) <i>Examples</i> of other skills, knowledge or experiences that demonstrate your suitability for the role: <ul style="list-style-type: none"> ▪ e.g.: creativity, resourcefulness, flexibility, adaptability, problem solving skills.
2. Personal and professional development	a) Outline previous initiatives that demonstrate your commitment to reflective practice, and proactive development of self and others. May include reference to training or additional qualifications <i>of relevance to this role.</i> b) Any experience in leadership and management (work or non-work roles).
3. Client / Customer Service	a) Knowledge of CHSALHN services, priorities and strategic directions. b) Previous experience & skills in community engagement, consumer-centred practice and cultural competency.
4. Administration and Documentation	a) Highlight <i>relevant</i> skills, experience or training. Include reference to specific systems or software programs <i>if relevant.</i>
5. Teamwork and Communication	a) Outline your communication and team work skills, <i>with examples.</i> b) <i>Examples</i> of your ability to contribute to an effective team, including working with diverse health professionals, the community and service providers from other sectors.
6. Continuous Improvement	a) <i>Examples</i> of how you have contributed previously to quality improvement, evaluation and research or demonstrated understanding of how this role would contribute to continuous improvement.

POSITION DESCRIPTION

Job Title	Occupational Therapist (OT)	Classification	AHP1	Position Number	M23623
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Ongoing	Position Created	January 2016
Area	Eyre Flinders and Far North Flinders Far North Community MH Team	FTE	1.0	Last Updated	April 2017
Criminal History Clearance Requirements:		<input checked="" type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child- Prescribed (DCSI) <input type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)			

Broad Purpose of the Position

Under the direct supervision of a senior clinician, the Occupational Therapist (OT) will contribute to the delivery of a comprehensive and integrated range of evidenced based, recovery oriented services across the multi-disciplinary Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS) appropriate to the needs of the consumer and the local community. The OT will consolidate knowledge and skills and develop in capability through continuous professional development and experience.

To achieve this, the OT contributes to the delivery of integrated clinical mental health care to consumers across community, acute and rehabilitation service settings and utilises a combination of Occupational Therapy therapeutic approaches.

Qualifications

Must hold a recognised Occupational Therapy qualification and as a regulated profession be eligible for registration as an occupational therapist in Australia.

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

CHSALHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. CSHALHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

Special Conditions

Key Relationships

POSITION DESCRIPTION

<ul style="list-style-type: none"> > A current driver's license is essential, as is a willingness to drive on country roads and travel in light air craft 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 Background Screening and National Criminal History Clearance. > <i>Prescribed Positions</i> under the <i>Children's Protection Act (1993)</i> must obtain a satisfactory Background Screening and National Criminal History Clearance through the Screening and Licensing Unit, Department for Communities and Social Inclusion (DCSI). > <i>Approved Aged Care Provider Positions</i> as defined under the <i>Accountability Principles 1998</i> made in pursuant to the <i>Aged Care Act 2007 (Cth)</i> must obtain a satisfactory National Police Certificate (NPC) through the South Australia Police confirming the clearance is for the purpose of working in Aged Care. > <i>Prescribed Positions</i> will also require a NPC general probity clearance. > Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue. > 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 > 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. Country Health SA Local Health Network Mental Health embraces the principles of positive psychology and aims to be a flourishing Mental Health service that impacts meaningfully and positively on the communities it serves. To this end, CHSALHN Mental Health promotes the principles of PERMA, as described by Dr Martin Seligman- Adelaide Thinker in Residence Program, for our staff, consumers and partners. 			<ul style="list-style-type: none"> ▪ Reports operationally to the <i>Select Position</i>. ▪ Works under Clinical Supervision, from a more senior Occupational Therapist in accordance with the <i>SA Health Allied Health Clinical Supervision Framework</i>. ▪ Draws on multi-professional clinical networks for support in specialty areas of mental health service delivery. ▪ Works within a multi-disciplinary framework, in collaboration with other health professionals, service providers and the community. ▪ Develops and maintains cooperative and productive working relationships with all members of the multidisciplinary MHS, and members of the local health services. ▪ Liaises with MH consumers, carers, members of the public, community organisations, external service providers, contractors, and stakeholders across other government and non-government departments. ▪ Works collaboratively with other members of the relevant Occupational Therapy profession including but not limited to students. ▪ 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	1.1 Provide a broad range of clinical services, selecting, adopting and applying methods, procedures and standards which are generally well established and straight forward. 1.2 Exercise professional judgment within prescribed areas, with support from a senior professional to verify methods and results. 1.3 Provide straight forward clinical services, including one-on-one, group and health promotion activities.		<ul style="list-style-type: none"> ▪ 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. ▪ Develops and maintains an understanding of the roles of other health care workers and agency personnel to facilitate holistic mental health care of consumers and appropriate cross-referral 		

POSITION DESCRIPTION

	1.4 Manage and prioritise personal workload.	<p>and multi-disciplinary teamwork.</p> <ul style="list-style-type: none"> ▪ Develops and maintains a working knowledge of regional and local support programs including home support services. ▪ Provides a high quality occupational therapy mental health service to consumers and their carer's. Incorporating an occupational perspective (inclusive of occupational therapy assessment and intervention) that is evidence based informed and as appropriate to registration and credentialing status.
2. Personal and Professional Development	<p>2.1 Operate under direct supervision (which will decrease as experience increases), and draw on support from experienced peers of diverse professional backgrounds and/or Managers as required.</p> <p>2.2 Display a commitment to continuous personal and professional development by:</p> <ol style="list-style-type: none"> a. Attending all mandatory training and actively pursuing other training and development as required to maintain currency of clinical knowledge; b. Applying reflective practice skills; c. Utilising the support of mentors and peers; and d. Actively participating in the professional development and review PRD process. <p>2.3 Contribute to the development of knowledge of effective practice through research, evaluation of services and information sharing with peers.</p> <p>2.4 With at least 12 months post-graduate experience, may be required to review aspects of the work of peers, provide professional advice to more recently employed allied health professionals, and contribute to the supervision of students and allied health assistants.</p>	<ul style="list-style-type: none"> ▪ Receives clinical advice, mentorship and support from the direct line manager. ▪ Works under Clinical Supervision and receives advice and support from a more senior Occupational Therapist in accordance with the <i>SA Health Allied Health Clinical Supervision Framework</i>. ▪ Actively participates within the relevant CHSALHN Allied Health Professional Network and CHSALHN MHS professional development activities. ▪ For professional associations requiring registration, all requirements with regard to ongoing annual professional development are maintained. ▪ Adopts a proactive approach to developing and maintaining contemporary knowledge and skills in the Occupational Therapy Profession through participation in continuing education and staff development. ▪ Develops and maintains inter and intra-professional clinical networks across South Australia and within the CHSALHN, CHSALHN MHS and SA Health. ▪ Actively shares and seeks out knowledge relevant to Occupational Therapy within Mental Health practice. ▪ As appropriate to experience and qualifications, provides support to peers and contributes to the supervision for students and support staff. ▪ Attends mandatory and non-mandatory training opportunities required by the organisation and/ or recommended by the direct line manager or clinical supervisor.
3 Client / Customer Service	<p>3.1 Treat all consumers 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 & promoting the cultural needs of the community.</p> <p>3.3 Apply consumer-centred practice and community engagement principles in the provision of services, ensuring consumers are meaningfully involved in all aspects of their care.</p>	<ul style="list-style-type: none"> ▪ Supports consumers through their consumer journey by applying a recovery orientated and an occupational perspective approach to practice that is evidence based formed. ▪ Utilises service eligibility and prioritisation frameworks to inform work plans and services in accordance with community needs. ▪ Assists consumers, their carer's and families to make informed choices about appropriate care options.

POSITION DESCRIPTION

<p>4 Administration and Documentation</p>	<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 which incorporate recommendations on straight forward operations.</p> <p>4.4 Appropriately identify, use and apply relevant policies, procedures, reporting and documentation systems (including Quality Risk & Safety [QRS], Adequate Records Management [ARM] and Client Management Engine [CME]).</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 undertake projects or assignments of limited scope and complexity, or contribute to a minor phase of a broader / more complex project.</p>	<ul style="list-style-type: none"> ▪ Maintains appropriate statistics and records in accordance with CHSALHN MHS and SA Health requirements. ▪ Contributes to a range of health promotions programs and projects within CHSALHN MHS. ▪ Utilises the Safety Learning System (SLS) to report consumer risks, incidents and consumer feedback. ▪ From the Occupational Therapy perspective, writes reports that detail clear clinical opinion and recommendations.
<p>5 Teamwork and Communication</p>	<p>5.1 Participate in service planning to improve the effectiveness, efficiency, equitable distribution and evidence-based nature of CHSALHN 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, develop effective working relationships and contribute constructively to achieving team goals.</p> <p>5.4 Communicate effectively with a range of people (both verbally and in writing).</p> <p>5.5 Work in accordance with CHSALHN's vision, mission, strategic priorities and values.</p>	<ul style="list-style-type: none"> ▪ Contributes constructively and actively as a member of the multi-disciplinary team. ▪ Actively participates in team meetings and activities. ▪ Actively participates in MHS wide and local staff forums as required. ▪ Works effectively with other agencies to ensure that consumers are able to access coordinated care appropriate to their needs. ▪ Participates as a member of the Occupational Therapy group in the local region and across CHSALHN MHS.
<p>6 Continuous Improvement</p>	<p>6.1 Contribute to Quality Improvement programs and other organisational activities required to meet Service / Accreditation standards.</p> <p>6.2 Contribute to the ongoing monitoring, evaluation and review of services.</p> <p>6.3 Proactively respond to consumer complaints and feedback.</p> <p>6.4 Contribute to discipline-specific and trans-professional research and service development, through data collection, collation, analysis and the development of recommendations on basic operations.</p> <p>6.5 Complying with the Code of Ethics for Public Sector Employees.</p>	<ul style="list-style-type: none"> ▪ Contributes to on-going review, development, evaluation and implementation of Allied Health related services within CHSALHN MHS. ▪ Contributes to quality improvement activities and the Accreditation process.
<p>Approved by Authorised Officer</p>	<p>..... / /</p>	<p>Accepted by Incumbent</p> <p>..... / /</p>

APPLICANT GUIDELINES

Job Title	Occupational Therapist, Mental Health	Classification	AHP1
Region	Country Health SA Local Health Network Inc. Mental Health Service (CHSALHN MHS)	Term	Ongoing
Area	Eyre Flinders and Far North Flinders Far North Community MH Team	FTE	1.0

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 the type of information you may like to include.
 - You do not need to address the selection criteria individually in your written application. These 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 <i>(suggestions of information to include in your application)</i>
1. Technical Skills and Application	a) Your professional qualifications, professional association membership and registration status (if relevant) - <i>refer page 1 for minimum qualification requirements.</i> b) Professional experience <i>relevant to this role</i> : <ul style="list-style-type: none"> ▪ Outline scope and nature of previous professional roles; ▪ Previous involvement in service development (may include outcome measures, research & evaluation); ▪ Project management skills or knowledge of project management principles; and ▪ Examples of competency in applying primary health care principles. c) <i>Examples</i> of other skills, knowledge or experiences that demonstrate your suitability for the role: <ul style="list-style-type: none"> ▪ e.g.: creativity, resourcefulness, flexibility, adaptability, 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. May include reference to training or additional qualifications <i>of relevance to this role.</i> b) Any experience in leadership and management (work or non-work roles).
3. Client / Customer Service	a) Knowledge of CHSALHN services, priorities and strategic directions. b) Previous experience & skills in community engagement, consumer-centred practice and cultural competency.
4. Administration & Documentation	a) Highlight <i>relevant</i> skills, experience or training. Include reference to specific systems or software programs <i>if relevant.</i>
5. Teamwork and Communication	a) Outline your communication and team work skills, <i>with examples.</i> b) <i>Examples</i> of your ability to contribute to an effective team, including working with diverse health professionals, the community and service providers from other sectors.
6. Continuous Improvement	a) <i>Examples</i> of how you have contributed previously to quality improvement, evaluation and research or demonstrated understanding of how this role would contribute to continuous improvement.