POSITION DESCRIPTION

Alfred Health

DATE REVISED:
March 2020

POSITION:
Mental Health Clinician - Registered Psychiatric Nurse Grade 3

AWARD/AGREEMENT:
Victorian Public Mental Health Services

CLASSIFICATION TITLE:
Registered Psychiatric Nurse Grade 3 (NP81-NP74)

DEPARTMENT/UNIT:
St Kilda Road CMHS, Alfred Psychiatry

CLINICAL PROGRAM:
Alfred Mental and Addiction Health

DIVISION:
Operations

ACCOUNTABLE TO:
Manager Community Psychiatry Program

NUMBER OF DIRECT REPORTS:
NIL

ALFRED HEALTH

Alfred Health is the main provider of health services to people living in the inner southeast suburbs of Melbourne and is also a major provider of specialist services to people across Victoria. The health service operates three outstanding facilities, The Alfred, Caulfield, and Sandringham.

Further information about Alfred Health is available at www.alfredhealth.org.au

OUR PURPOSE

To improve the lives of our patients and their families, our communities and humanity.

OUR BELIEFS

Our staff are expected to demonstrate and uphold the beliefs of Alfred Health:

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- Patients are the reason we are here – they are the focus of what we do.
- How we do things is as important as what we do.
- Respect, support and compassion go hand in hand with knowledge, skills and wisdom. Safety and care of patients and staff are fundamental.
- Excellence is the measure we work to everyday. Through research and education we set new standards for tomorrow.
- We work together. We all play vital roles in a team that achieves extraordinary results.
- We share ideas and demonstrate behaviours that inspire others to follow.
DEPARTMENT

Alfred Psychiatry is responsible for the operation of services which focus on people with a severe mental illness residing in the Inner South Eastern area of Melbourne.

Services are provided by a number of teams located at the Alfred Hospital (Commercial Road, Prahran) and at St. Kilda Road Clinic, Alma Road CCU in St. Kilda, the Child & Adolescent Service located in Moorabbin and Headspace service in various locations in Victoria. Alfred Psychiatry also works in partnership with relevant local non-government and social support agencies.

The single most important goal of Alfred Psychiatry is to create an environment that facilitates clinical recovery, supports individual recovery efforts and strives to minimise service system barriers to the recovery process.

POSITION SUMMARY

The role of the Mental Health Clinician – Registered Psychiatric Nurse Grade 3 is based at St Kilda Road and sits within the Community Mental Health Team (CMHT). The CMHT is a multidisciplinary Team comprising approximately 20 clinical EFT made up of Consultant Psychiatrists, Registrars, Psychiatric Nurses, Occupational Therapists, Social Workers and Clinical Psychologists.

The CMHT utilises a biopsychosocial model to provide centre based and outreach assessment, treatment, and support services to clients aged 25 - 65 years who experience a serious and/or enduring mental illness, and who require specialist clinical services. The CMHT staff aim to work in partnership with consumers and carers, enabling them to be involved in their care in order to achieve the best possible outcomes. The staff of the CMHT are clinically divided into three multi-disciplinary sub-teams, each with its own Consultant Psychiatrist, discipline representation and allocated client case load. The Registered Psychiatric Nurse will work with an allocated client list, to provide clinical management, treatment and support services, as well providing discipline specific input to the multidisciplinary team. The successful applicant will also have opportunities to contribute to the development of their discipline, not only to St Kilda Road CMHT, but also within Alfred Psychiatry as a whole.

DUTIES AND RESPONSIBILITIES
• To apply advanced clinical knowledge and an in-depth understanding of contemporary psychiatry practices to ensure quality clinical standards are achieved and maintained.
• Screen referrals to St Kilda Road C.M.H.S. to determine suitability for service and make decisions regarding other service outcomes as part of the triage/duty intake system.
• Undertake mental state examination, along with physical and social assessments of psychiatrically disabled people.
• Actively communicate significant clinical information to other staff within the St Kilda Road CMHT, other staff within Alfred Psychiatry and other service providers as necessary.
• Manage a clinical caseload, plan, develop and implement psychiatric treatment programs for clients of the service.
• Ensure appropriate and comprehensive services are provided to clients through liaison, negotiation and consultation with other service providers.
• Provide consultation and education to community agencies, workers, clients, families and carers, regarding mental health issues.
• Administer medications and monitor and review effects.
• Participate in the development and review of program services, policies and procedures.
• Supervise and train nursing students and other staff as required.
• Ensure that nursing documentation is accurate and succinct and is reviewed and updated promptly as required.
• Ensure by effective time management, that patient care activities are performed within stated time frames/deadlines for reports etc. are met.
• Promote and participate in educational activities.
• Prepare activities reports for the Nurse Manager, as required.
• Ensure that the pattern of care practised is consistent with the Nursing Division’s philosophy and objectives.
• Maintain and update clinical knowledge and expertise.
• Participate in the Hospital’s performance management program and in collaboration with the Nurse Manager.

KEY CAPABILITIES
Specific to this role:
• Sound knowledge of the associated disabilities that often co-exist with psychiatric conditions and be able to demonstrate skills in a broad range of psychiatric and psychosocial interventions for consumers referred to the CMHT.
• Demonstrated ability to work independently and as a member of a multi-disciplinary team.
• Well-developed interpersonal and communication skills and demonstrated ability in teamwork and the support of other disciplines within the team.
• Demonstrated ability to effectively liaise, consult and negotiate with clients, families and carers, as well as a broad range of health professionals and community agencies.
• Sound knowledge of the Mental Health Act 2014 and its amendments and other relevant Legislation and their relevance to this client population.
• A commitment to staff development, service-wide development and evaluation.
• A history of ongoing professional development.
• Commitment to the philosophy of community treatment for people with substantial and prolonged mental illness.
• A high performer, patient focussed, motivated and enthusiastic.

Mental Health Workforce Capabilities & Priorities Include Awareness:

1. RIGHTS, RESPONSIBILITIES, SAFETY AND PRIVACY
Mental health professionals uphold the rights of people affected by mental health problems and mental disorders, and those of their family members and/or carers, maintaining their privacy, dignity and confidentiality and actively promoting their safety.

2. CONSUMER AND CARER PARTICIPATION
Mental health professionals encourage and support the participation of consumers and carers in determining (or influencing) their individual treatment and care.

3. AWARENESS OF DIVERSITY
Mental health professionals practise in an appropriate manner through actively responding to the social, cultural, linguistic, spiritual and gender diversity of consumers and carers, incorporating those differences in their practice.

4. MENTAL HEALTH PROBLEMS AND MENTAL DISORDERS
Mental health professionals are knowledgeable about mental health problems and mental disorders and the co-occurrence of more than one disease or disorder, and apply this knowledge in all aspects of their work.

5. PROMOTION AND PREVENTION
Mental health professionals promote the development of environments that optimise mental health and wellbeing among populations, individuals and families in order to prevent mental health problems and mental disorders.

6. EARLY DETECTION AND INTERVENTION
Mental health professionals encourage early detection and intervention.

7. ASSESSMENT, TREATMENT, RELAPSE PREVENTION AND SUPPORT
Mental health professionals provide or ensure that consumers have access to a high standard of evidenced-based assessment, treatment, rehabilitation and support services which prevent relapse and promote recovery.

8. INTEGRATION AND PARTNERSHIP
Mental health professionals promote the integration of components of the mental health service to enable access to appropriate and comprehensive services for consumers, family members and/or carers through mainstream health services.

9. SERVICE PLANNING, DEVELOPMENT AND MANAGEMENT
Mental health professionals develop and acquire skills to enable them to participate in the planning, development, implementation, evaluation and management of mental health services to ensure the delivery of coordinated, continuous and integrated care within the broad range of mainstream health and social services.

10. DOCUMENTATION AND INFORMATION SYSTEMS
Mental health professionals maintain a high standard of documentation and information systems on clinical interventions and service development, implementation and evaluation to ensure data collection meets clinical, monitoring and evaluation needs.

11. EVALUATION AND RESEARCH
Mental health professionals systematically monitor and evaluate their clinical practice, consistent
with the National Standards for Mental Health Services and relevant professional standards to ensure the best possible outcomes for consumers, family members and/or carers.

12. ETHICAL PRACTICE AND PROFESSIONAL RESPONSIBILITIES
Mental health professionals adhere to local and professionally prescribed laws, codes of conduct and practice, and take responsibility for their own professional development and continuing education and training.

QUALITY, SAFETY, RISK and IMPROVEMENT
- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives.
- Follow organisational safety, quality & risk policies and guidelines.
- Maintain a safe working environment for yourself, your colleagues and members of the public.
- Escalate concerns regarding safety, quality & risk to appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with principles of Patient Centred Care.
- Comply with Alfred Health mandatory continuing professional development requirements.
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements.

OTHER REQUIREMENTS FOR ALL ALFRED HEALTH STAFF:
- Ensure compliance with relevant Alfred Health clinical and administrative policies and guidelines.
- Comply with relevant privacy legislation.
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Alfred Health.
- Comply with Alfred Health medication management and medication safety policies and guidelines.
- In this position you must comply with the actions set out in the relevant section(s) of the OHS Roles and Responsibilities Guideline.
- Research activities will be undertaken commensurate with the role.

QUALIFICATIONS/EXPERIENCE REQUIRED

Essential
- A current Registration with AHPRA, preferably with Psychiatric endorsements or equivalent.
- Postgraduate qualifications in Psychiatric nursing are strongly preferred.
- Experience in a range of psychiatric interventions indicating an ability to perform community-based psychiatric assessment including that of risk assessment.
- A current driver’s licence is required to undertake this role.
- Current Working with Children check.

Desirable
- A current driver’s licence is required to undertake this role.
• Commitment to the philosophy of recovery oriented practice for people with substantial and prolonged mental illness.
• A history of ongoing professional development.
• A Police check will be required.
• The occupant will be required to perform other duties as directed.

The Alfred is an Equal Opportunity Employer. A six month Probation Period applies to this position, as with Alfred Health policy.

**Position Description authorised by: Valerie Grueva Manager SKRC**

**Date:** November 2020.