

# Austin Health Position Description



## Position Title: Occupational Therapist Grade 2

Classification:	Occupational Grade 2 Yr 1-4 (YB20 - YB23)
Business Unit/ Department:	Child and Youth Mental Health Service (ICYMHS) Mental Health Division
Agreement:	Victorian Public Mental Health Services Enterprise Agreement 2020 - 2024
Employment Type:	Part-Time
Hours per week:	30.4
Reports to:	Nurse Unit Manager
Direct Reports:	N/A
Date:	December 2024

## About Austin Health

Austin Health is one of Victoria's largest health care providers. We deliver services for patients across four main sites in Melbourne, in locations across our community, in people's homes, and within regional hospitals across Victoria. We are an internationally recognised leader in clinical teaching, training, and research, with numerous university and research institute affiliations.

We employ approximately 9,500 staff and are known for our specialist work in cancer, infectious diseases, obesity, sleep medicine, intensive care medicine, neurology, endocrinology, mental health, and rehabilitation.

Our vision is to shape the future through exceptional care, discovery, and learning. This is supported by our values which define who we are, shape our culture and the behaviours of our people.

We aim to provide an inclusive culture where all staff can contribute to the best of their ability and strive to develop further. We recognise that our people are our greatest strength. We want them to thrive, be their best selves and feel engaged, safe, and empowered. To achieve this, diversity and inclusion is essential to our culture and our values. You can view our current Diversity and Inclusion Plan [here](#).

## Position Purpose

The Occupational Therapy Clinician Grade 2 provides high quality clinical care to children and their families referred for an admission into the Child Inpatient Unit.

This is a discipline specific role on the Child Inpatient Unit and the Occupational Therapist will provide discipline specific assessments & interventions that address the occupational therapy needs of the children and families on the unit.

As a staff member in the multi-disciplinary inpatient team, this role will also assist and support the Child Inpatient Unit leadership team and contribute to a healthy, productive and dynamic team Culture.

## About the Mental Health Division

The Mental Health Division provides care and services through a comprehensive range of teams to meet the needs of mental health consumers and carers throughout Victoria. Services are located across Austin Health campuses and in the community.

All mental health services work within a clinical framework that promotes recovery-oriented practice and supported decision making. This approach to client wellbeing builds on the strengths of the individual working in partnership with their treating team. It encompasses the principles of self-determination and individualised treatment and care.

## About ICYMHS

The Infant, Child & Youth Mental Health Service (ICYMHS) provides tertiary mental health services to the north-eastern catchment of Melbourne (currently the local government areas of Banyule, Boroondara, Darebin, Nillumbik, Whittlesea, and Yarra). Young people eligible for the service are predominantly aged 0-18 years with only several teams currently available or those aged up to 25 years. It is an exciting time for 3 Austin as the ICYMHS directorate will be expanding in response to the recommendations from the Victorian Royal Commission into Victoria's Mental Health Services (2021). It is anticipated that the service will move to 0-25 age cohort by the middle of 2023.

ICYMHS currently have two inpatient units (a child and an adolescent one), with future projects for residential programs - YPARC and Child and Family Centre.

At present there are outpatient community teams and a number of specialist youth outreach teams. There are also several specialist roles such as Senior Clinician (Child Specialist), Carer Consultant and the Mental Health and Wellbeing Network Coordinators. There is an anticipated expansion of the Lived Experience Workforce to be embedded with the ICYMHS directorate.

Alongside ICYMHS, and relevant to this role, are other teams in the directorate responsible for Triage, Assessment and Planning Service (TAPS). Particularly relevant to ICYMHS are the Under 18 Triage Team, Autism Spectrum Disorder Assessment Program, and Consultation and Liaison team.

Whilst our community teams are based primarily at the Heidelberg Campus of Austin Health with the exception of one based in Epping, it is anticipated there will be a number

## About the Child Inpatient Unit

of teams located in the community in the future

This position is part of the team responsible for care in the Child Inpatient Unit. This specialty unit is one of two at Austin Health's Child and Youth Mental Health Service (ICYMHS), the other being for adolescents. This unit has 12 beds and is based at the Austin Hospital in Heidelberg. The unit provides care for children and their families with severe or complex mental health problems.

Children and their families come into the unit for assessment and to access strategies and therapies that may prompt change. This may include family, parent and individual therapies together with pharmacological treatments, emotion coaching, sensory modulation and milieu therapy. These therapies are chosen according to the needs of the individual child.

A therapeutic milieu is fundamental to assist change. This includes setting clear rules and expectations about children's behaviour and developing a therapeutic relationship with each child. Therapies are delivered in a manner sensitive to the child's psychological and social/emotional development. Families and carers are seen to be part of the change process and as such are required to participate in parent and family and milieu therapy.

## Purpose and Accountabilities

### Role Specific

#### Direct care

- Display a clear understanding of and practice in the principles of recovery-orientated, trauma-informed, family-centred and collaborative care and expertise in engaging young people and their families within clinical settings.
- Provide quality, evidence-based clinical assessment, risk formulation and treatment at an individual or systems level as indicated by clinical need.
- Provide quality, evidence-based occupational therapy assessment (formal standardised and informal), treatment and consultation contributing to the understanding of the child's strengths and difficulties from an occupational performance perspective inclusive of family needs.
- Support the understanding of sensory processing and the impact on occupational performance, as well as the role of sensory interventions with trauma and reduction of aggression through self-regulation awareness.
- Facilitates the provision of groupwork intervention with children and their families on the unit and contributes to staff education of group work
- To work with and engage services as required via the National Disability Insurance Scheme and support capacity of the team to engage in NDIS related tasks.
- Assess the clinical risk of each client and effectively manage this risk through planning and intervention in conjunction with the Consultant Psychiatrist.
- Provide quality and evidence-based family and /or carer support including their

active involvement in treatment and discharge planning.

- Work collaboratively with the lived experience workforce empowering them in their roles and learning from them to improve practices of self and others.
- Demonstrate appropriate clinical independence, seeking support when necessary.
- Develop strong collegial relationships with all members of the team across allied health and nursing.
- Demonstrate interpersonal skills in supporting the management of complex of cases in the team, interagency case meetings and discharge planning.
- Regularly and accurately record medical record information and statistics pertaining to individual young person's attributable care and clinical support activity.
- Strive towards continuous improvement, by initiating, participating and continuously evaluating the quality and outcomes of service design and intervention.
- Actively participate in regular supervision (clinical, operational and professional) and performance development and review processes and provide professional supervision to other OTs (including OT students) in the service.

### **Leadership and Service Improvement**

- Work alongside the leadership team in providing direction and leadership, based on clinical knowledge and experience, in a multidisciplinary team environment.
- Contribute to the development of evidence-based practices, policies and procedures to inform the provision of service delivery, education and consultation activities.
- Contribute to the development and implementation of research and evaluation processes and quality improvement activities.
- Comply with relevant professional and mental health sector legislative and statutory requirements.
- Participate in performance appraisal and supervision processes as requested.
- Hold relevant portfolios to support CYMHS and MHD initiatives and priorities.
- Excellent interpersonal, communication (written and oral) and negotiation skills

### **Consultation-liaison**

- Provide primary, secondary, and tertiary consultation to government and nongovernment organisations, young people and family primary health care services,
- education providers, etc and network with these to enhance service delivery.

- Support and enhance understanding and identification of social, emotional and behavioural problems in order to reduce impact of mental health difficulties during admission.
- Liaise with relevant community agencies and provide training as appropriate, promoting the service through participation in education forums, conferences and other opportunities that arise.

### **Information Management**

- Appropriately use information and communication systems that support the effective and efficient clinical and administrative operation of the position and safe and effective care.
- Complete a high standard of accurate and timely clinical documentation and data entry in an efficient manner and in accordance with CYMHS / MHD and relevant professional / mental health sector statutory requirements.
- Organisational and time management skills as shown by a dynamic and flexible approach to time management and clinical demands.
- Proficiency in key board skills and information technology systems and applications (Microsoft Office, search engines, databases, etc.) as required by the role.
- Awareness and practice of relevant legislation and practice frameworks such as The Mental Health & wellbeing Act 2024; Child Youth and Families Act 2005; the Disability Act 2006; the Privacy Act 1988;

### **All Employees:**

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on the intranet (The Pulse): <https://austinhealth.sharepoint.com/sites/OPPIC>.
- Report incidents or near misses that have or could have impact on safety – participate in identification and prevention of risks.
- Comply with the Code of Conduct.

### **Ongoing professional development**

- Actively participate in operational, clinical and professional supervision and performance development and review processes.
- Seek out and attend relevant professional development and training, ensuring up-to date knowledge of best practice in mental health for young people and families.
- Participate in both internal and external continuing education programs and

- demonstrate a commitment to improving professional performance and development to satisfy Continuing Professional Development requirements.
- Contribute to team, discipline and CYMHS operational activities, portfolio management, service planning, research and evaluation activities so that the team's and service's performance and culture is safe, healthy and productive with a view to continual improvement.
- Maintain an awareness and practice of safety issues, the safe practice policy and procedures of the service, and relevant legislation to ensure that risks to consumers, carers, families, staff and the community are minimised.
- Be aware of and adhere to safety and other procedures within CYMHS, MHD and sites you visit.

## Selection Criteria

### Mandatory Qualifications

- Approved degree from a recognised school of Occupational Therapy and eligibility for membership with Occupational Therapy Australia
- Current registration with Australian Health Practitioner Regulation Agency (APHRA) as an Occupational Therapist

### Essential Knowledge & Skills

- Experience in the practical application of the theories of occupational performance and be committed to understanding and improving functioning through assessment & treatment using occupational models of intervention.
- Experience in Occupational Therapy in a range of clinical settings and in areas relevant to Child and Adolescent Psychiatry
- Knowledge of and ability to work within the Australian Association of Occupational Therapy Code of Ethics
- Knowledge & experience in utilising sensory modulation techniques in managing arousal & distress.
- A current, unrestricted Victorian Driver's Licence.
- A current unrestricted Working with Children's Check
- Demonstrated working knowledge of the Victorian public health care and child protection systems.

### **Desirable but not essential**

Experience in providing therapeutic interventions including but not limited to family therapy, play therapy, behaviour support planning, sensory assessments and interventions

### **All Employees**

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on the intranet (The Pulse).
- Report incidents or near misses that have or could have impact on safety - participate in identification and prevention of risks.
- Comply with the Austin Health and professional Codes of Conduct.

### **Austin Health is a Child Safe Environment**

Austin Health is committed to child safety. We want children to be safe, happy, and empowered. We support and respect all children, as well as our staff and volunteers. Austin Health has zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously in line with legal obligations and our policies and procedures.

### **Equal Opportunity Employer**

Austin Health is committed to diversity and inclusion in employment and is proud to encourage applications from people of different backgrounds, abilities, ages, genders, gender identities and/or sexual orientations.

Austin Health acknowledges the Traditional Owners of the lands we work on and pay our respects to Elders past and present.

We welcome applications from people with disability and aim to provide an inclusive and accessible workplace. If you need any help with the application process or would like to discuss your reasonable adjustments during interviews, please let us know.

We welcome applications from Aboriginal and Torres Strait Islander peoples. For any support throughout the recruitment process or further information about working at Austin Health, please follow this link to Aboriginal Employment on our [website](#).

## **Document Review Agreement**

<b>Manager Signature</b>	
<b>Employee Signature</b>	
<b>Date</b>	