

# Position Description

## Transition Support Unit (TSU) NDIS Senior Clinician

<b>Classification:</b>	Social Work (Grade 3) Occupational Therapy (Grade 3)
<b>Business unit/department:</b>	Mental Health Division / Specialty Services / Transition Support Unit (TSU)
<b>Work location:</b>	Austin Hospital <input type="checkbox"/> Heidelberg Repatriation Hospital <input checked="" type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
<b>Agreement:</b>	Victorian Public Mental Health Services Enterprise Agreement 2020-2024
<b>Employment type:</b>	Part-Time
<b>Hours per week:</b>	28 (0.7ft)
<b>Reports to:</b>	Nurse Unit Manager - Transition Support Unit
<b>Direct reports:</b>	Nurse Unit Manager - Transition Support Unit
<b>Financial management:</b>	Budget: NIL
<b>Date:</b>	September 2025

Austin Health acknowledges the Traditional Custodians of the land on which we operate, the Wurundjeri Woi Wurrung People of the Kulin Nation. We pay our respects to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples.

### Position purpose

The Transition Support Unit (TSU) NDIS Senior Clinician is accountable to the TSU Nurse Unit Manager and will work collaboratively with the NDIS Program Lead to develop and implement processes with the aim of achieving better outcomes for consumers.

The NDIS Program Lead will be available to provide support with overcoming NDIS barriers to discharge and supporting consumers to transition into the community and maximise their NDIS supports.

The TSU NDIS Senior Clinician contributes specialist knowledge and skill to the multidisciplinary team in providing recovery focussed care to TSU consumers. Providing both group and individual clinical interventions, this position enhances evidence-based practice contributing to ongoing service development and improvement. The TSU NDIS Senior Clinician also has an active role liaising with community-based services and NDIS resources supporting client engagement with community and

discharge planning.

The TSU Senior Clinician will ensure that the NDIS Applied Principles of designation of responsibility (APTOS) within the Mental Health system are adhered to,

The TSU NDIS Senior Clinician works under direction from the Consultant Psychiatrist and Nurse Unit Manager with discipline specific oversight via the appropriate MHD Discipline Lead.

## About the Directorate/Division/Department

The Mental Health Division (MHD) 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 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.

### The Transition Support Unit (TSU):

- A purpose-built 10-bed state-wide facility for persons with mental illness and cognitive or intellectual disability requiring medium/long term (6 months to 2 years) supported residential rehabilitation
- Provides for clients' "step-up" clinical support from the community and in some circumstances "step-down" support from inpatient services. The Model of Care focusses on a recovery framework which prioritises consumer choice and engagement with community.

The primary aims of the Austin Health TSU are to:

- Improve mental health outcomes, behaviour management, social skills, and recovery of people with complex care needs including dual disability who require medium/long-term residential care and would benefit from a therapeutic support and recovery focused model of care but do not require an intensive clinical environment
- Provide a progressive transitional environment for consumers assisting them in re-integrating as far as possible back into the community after achieving their recovery and rehabilitation goals.
- Promote greater awareness in this area of disability and contribute to the development of evidence-based management treatments and strategies

## Position responsibilities

### Role Specific:

- Demonstrate a consumer focus in the provision of care
- As the NDIS key point of contact for TSU, the NDIS Senior Clinician will work to engage with, build and maintain effective relationships with a range of internal and external key stakeholders
- Provide expertise, information, and secondary consultation to mental health clinicians in relation to NDIS access, planning, support implementation and review processes
- Maintain knowledge of relevant state-wide community resources, information, and referral processes, and utilise this knowledge in clinical practice
- Play a key role in addressing any issues relating to communication or decision-making relating to interface or consumer related issues both internally and externally



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- Record appropriate information and outcomes in an accurate and timely manner
- Provide written reports to relevant outside organisations as required
- Contribute to addressing the needs of consumers and carers of TSU in relation to the NDIS in collaboration with Mental Health consumer, carer and peer workforce
- Participate in service development, quality improvement and evaluation activities including the development of policies and procedures as required and,
- Participate in NDIS related training and education opportunities to support ongoing professional development.

#### **All Employees:**

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on The Pulse.
- Participate in Austin Health's annual Performance Review and Development (PRD) program as required.
- Undertake not to reveal to any person or entity any confidential information relating to patients, employees, policies, and processes and do not make public statements relating to the affairs of Austin Health without prior authority of the Chief Executive Officer
- 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

### **Selection criteria**

#### **Essential skills and experience:**

- A commitment to Austin Health values.
- Demonstrated experience working in the human services sector e.g., mental health, disability, child services, allied health, social work, community development or education.
- Knowledge of, and the ability to apply the principles and core interventions of your discipline across inpatient and community mental health settings
- Demonstrated understanding of the National Disability Insurance Scheme Act (2013), the National Disability Services Standards, and the needs of mental health consumers, their families and carers.
- Understanding of the disability legislation and support services
- Understanding of the mental health system and its statutory and policy objectives
- Knowledge of the Applied Principles and Tables of Support to Determine Responsibilities of the NDIS and other services (APTOS), as they relate to the responsibilities of Mental Health Services and the NDIS
- Demonstrated clinical experience particularly in relation to assessment and planning.
- Strong knowledge of the principles of: Consumer-centred care; Supported Decision Making; and the Recovery model, and demonstrated ability to apply these approaches to consumers, families and carers as part of a Multi-Disciplinary Team.
- Knowledge of a wide range of supports available to individuals with complex support needs.
- Ability to liaise and consult with a broad range of health professionals, community agencies and



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organisations.

- Demonstrated ability to work autonomously when required, and provide accountability via timely reporting and effective communications.
- Ability to educate, support and supervise Grade 1 & 2 clinicians and students of the same discipline.
- Demonstrated experience in continuously improving the quality-of-service delivery
- Excellent written and verbal communication, presentation skills.
- Well-developed organisational and time management skills with the ability to prioritize and manage workload effectively.

#### **Desirable but not essential:**

- A sound understanding of information technology including clinical systems and applications relevant to the Management of rostering and risk management reporting or as required for the role and/or department.
- Demonstrated knowledge and understanding of disability sector and associated legislation, and the Mental Health Community Support Service sector highly regarded.
- Knowledge of appropriate assessments relevant to NDIS applications
- Knowledge and experience of NDIS escalation pathways
- Knowledge of NDIS price guide and associated line items

### **Professional qualifications and registration requirements**

- Relevant professional qualification in a health-related discipline (social work or occupational therapy) with current Registration with Australian Health Practitioner Regulation Agency (AHPRA) where applicable.
- Social Workers must be eligible for membership of the Australian Association of Social Workers and have at least 7 years' experience.
- Occupational Therapists must be registered with the Occupational Therapy Board of Australia and have at least 7 years' experience.
- Valid and unrestricted Victorian Driver's Licence, and ability to drive a work vehicle.

### **Quality, safety and risk – all roles**

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.



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- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.

## Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

## General information

### Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

### Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

### Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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