

**Austin Health**

**Position Description**

**Position Title: Team Leader -Senior Mental Health Clinician**

 **ICYMHS CATS**

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| Classification: | RPN4, OT3, SW3, P3  |
| Business Unit/ Department: | Infant Child and Youth Mental Health Service ICYMHS  |
| Agreement: | Victorian Public Mental Health Services Enterprise Agreement 2021 – 2024 Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Enterprise Agreement 2021 – 2025 |
| Employment Type: | Full-Time |
| Hours per week: | 38 hours |
| Reports to: | Program Manager Access Community and Partnerships Teams, ICYMHS   |
| Direct Reports: | ICYMHS CATS team  |
| Date: | September 2024 |

**About Austin Health**

Austin Health is recognised for high-quality, person-centred care. We're renowned for our specialist work in cancer, transplantation, infectious diseases, obesity, sleep medicine, intensive care medicine, neurology, endocrinology, mental health and rehabilitation.

We're the largest Victorian provider of training for specialist physicians and surgeons, and internationally recognised as a centre of excellence in hospital-based research.

Our services are delivered to patients across four main sites in Melbourne, in locations across our community, in people's homes, and within regional hospitals across Victoria.

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.](https://www.austin.org.au/Assets/Files/Diversity%20and%20Inclusion%20Plan%202020-2023.pdf)

**Commitment to Gender Equality**

Austin Health is committed to gender equality in the workplace. In developing our [Gender Equality Action Plan](https://austinhealth.sharepoint.com/%3Ab%3A/s/People/EcwZo8EuHiBDmaqEwZa-DaEBFQweuQWh5PQnjSjnQZ9DsQ?e=CRfoM7) we have been guided by the gender equality principles set out in the Gender Equality Act 2020 (Vic). We believe that everyone should live in a safe and equal society, have access to equal power, resources and opportunities and be treated with dignity, respect, and fairness.

**Position Purpose**

The ICYMHS Crisis Assessment and Treatment Service (ICYMHS CATS) Team Leader reports to the Access Community & Partnership Teams Program Manager and will work collaboratively with the broader Mental Health staff and teams within ICYMHS and the wider Mental Health Division.

Together with the Team’s Consultant and the Program Manager the Team leader has a strong leadership role in ensuring the delivery of efficient and effective clinical and operational outcomes by the multidisciplinary team with responsive and timely referrals and throughput in order to optimise the delivery of services to its client population.

The ICYMHS CATS team will be expected to utilise a recovery approach in their work and will develop and draw on the resources of people with a lived experience of mental illness.

Staff will communicate using recovery language that fosters self-determination, and hope, is person centred, goal directed and focuses on personal strengths.

**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.

**Local area description:**

The position offered sits within the Infant Child and Youth Mental Health Service- ICYMHS directorate and provides onsite and community crisis mental health intervention for persons residing in the ICYMHS catchment areas. The position requires clinicians to work a 7- day week, 24 hour rotating roster and is based across sites and Austin emergency department (EPS).

**Purpose and Accountabilities**

**Role Specific:**

* Displays a clear understanding of the principle of recovery orientated practice and its implementation with a crisis response and effective referral processes in both a clinical setting and the community.
* Applies sound clinical knowledge and an in-depth understanding of contemporary mental health practices to ensure quality clinical outcomes are achieved.
* The Team Leader will work collaboratively with all team members to ensure the workload and referral throughput is managed in a timely manner and effective.
* Together with the Consultant Psychiatrist monitoring progress of referral flow and outcomes, ensuring the completion of allocation, patient flow and referrals are implemented to a high standard of clinical care.
* The team leader will provide supervision in relation to complex clinical issues.
* Integral in developing and maintaining a positive team culture and environment with a capacity to support staff and patient/referral flow.
* Ensures that the process of transfer and/or discharge of care is undertaken in a timely and effective manner, including written and verbal communication to all relevant parties.
* Screens referrals of complex cases to determine suitability for services including inpatient and community intervention, in consultation with other senior clinical staff.
* The Team Leader will hold the primary responsibility for management of all referrals - and management of the team systems to monitor fair workload distribution.
* Work collaboratively and successfully with the lived experience workforce, empowering them in their role in the team and learning from them to improve the practices of self and others.
* In collaboration with the Program Manager maintain and develop resources, staffing and recruitment resource management for the service.
* The Team Leader will play an integral role in the review, evaluation, and quality improvement activities of the team.
* Support the Program Manager to ensure that all staff have a minimum of one formal performance appraisal per year and have completed mandatory competencies and ATLAS training as required.
* Ensure the delivery of sensitive and effective practice to meet the needs of consumers, carers and staff.
* Maintain and promote effective communication, both written and verbal, to ensure information and documentation is accurate and meets required service standards.
* Utilise the resources of the organisation responsibly in a cost-effective manner.
* Support and `review with the team the use best available evidence to improve current practice.
* Support the Program Manager in monitoring the teams’ budget and utilise resources of the organisation responsibly in a cost effective manner.
* In collaboration with Program Manager, ICYMHS, and Austin Health professional discipline seniors, maintain clinical service standards, relevant quality improvement activities and staff appraisal processes.
* Engage in strategic planning and the development of special projects as discussed.
* To engage in high quality liaison and consultation to other areas within the MH Division and Austin Health, as well as to other service agencies and providers and Government Departments.
* Together with the Program Manager source relevant training opportunities for the ICYMHS Triage team and support with staff have completion of mandatory competencies and ATLAS training as required.

## Professional Practice:

* Ensure consumer care standards meet professional, organisational, legal, and ethical requirements.
* Standards and protocols for consumer care are current, known, and accessible.
* Continuity of care is maintained by appropriate handover of consumer progress.
* Specific care needs are met, including psychosocial support, gender, and cultural needs.
* Education of consumers including family and carers is fundamental.
* Risk assessments are undertaken and appropriate management strategies for risk are implemented.
* Demonstrate a commitment to professional development.
* Active participation in professional developmental activities of self and others; &demonstrates a commitment to own clinical supervision.

**All Employees:**

* Comply with Austin Health [policies & procedures](https://austinhealth.sharepoint.com/sites/OPPIC) as amended from time to time.
* Comply with the Code of Conduct and uphold our values, and diversity and inclusion commitments.
* Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality & 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 centred care.
* Comply with requirements of National Safety & Quality Health Service Standards and other relevant regulatory requirements.
* Comply with Austin Health mandatory training and continuing professional development requirements.
* Work across multiple sites as per work requirements and/or directed by management.

**People Management Roles:**

* Maintain an understanding of individual responsibility for safety, quality & risk and actively contribute to organisational quality and safety initiatives
* Ensure incident management systems are applied and a response to local issues and performance improvement occurs
* Support staff under management to comply with policies, procedures and mandatory training and continuing professional development requirements.

 **Selection Criteria**

**Essential Knowledge and skills:**

## Mandatory Qualifications

* Relevant professional qualification in a health-related discipline (psychology, nursing, social occupational therapy, or speech pathology) with current Registration with Australian Health Practitioner Regulation Agency (AHPRA) where applicable.
* Psychologists must be registered with a specialist endorsement in Clinical Psychology, Clinical Neuropsychology or Forensic Psychology.
* Nurses must have a Post-Graduate Qualification in Psychiatric/Mental Health Nursing or equivalent.
* Social Workers: Eligibility for membership with Australian Association of Social Workers (AASW).
* Health Professionals must have at least 7 years’ experience with high levels of specialist knowledge.

## Essential for Performance in the Position

* Demonstrated knowledge of recovery and collaborative clinical practice.
* Demonstrate well developed skills and knowledge in youth mental health, community mental health, including crisis intervention, consultation, referral, mental state and risk assessment, treatment and collaborative care planning.
* Relevant knowledge and demonstrated skills in crisis intervention for young people in psychiatric crisis.
* Sound knowledge of the Mental Health and Wellbeing Act (2022) and other relevant legislation and policies.
* Demonstrated understanding of the Mental Health Triage Scale.
* Ability to work collaboratively with young people experiencing psychiatric illness and disability, their families, and carers, as part of a multi-disciplinary team.
* Demonstrated ability to effectively liaise, consult and work within a multi- disciplinary team and a team environment.
* Well-developed interpersonal, communication and negotiation skills.
* Possess and demonstrates a commitment to high levels of customer service, both internal and external to Austin Health.
* Pursues and demonstrates a commitment to professional development in order to maintain, strengthen and broaden clinical knowledge and expertise.
* Has an undertaking to actively and independently participate in clinical supervision with a discipline senior.
* Computer literacy and a willingness to increase skill base.
* Current driver’s licence

## Desirable but not essential

* Dual diagnosis experience and skills.

**General Information**

**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**

We welcome applications from Aboriginal and Torres Strait Islander people. 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](http://www.austin.org.au/careers/Aboriginalemployment/)

**Document Review Agreement**

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| **Manager Signature** |  |
| **Employee Signature** |  |
| **Date** |  |

**People Management Role-Direct Reports**