

# Position Description

## Austin Health - Aged Care Assessment Service Clinician

<b>Classification:</b>	Registered Nurse Division 1 CAPR 3.1/3.2, Allied Health Clinician Grade 2
<b>Business unit/department:</b>	Aged Care Community Programs
<b>Work location:</b>	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input checked="" type="checkbox"/> Royal Talbot Rehabilitation Centre <input checked="" type="checkbox"/> Other <input checked="" type="checkbox"/> External hospital sites and client's homes
<b>Agreement:</b>	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026
	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
	Choose an item.
<b>Employment type:</b>	Part-Time
<b>Hours per week:</b>	24
<b>Reports to:</b>	Community Aged Care Services Manager
<b>Direct reports:</b>	Nil
<b>Financial management:</b>	Nil
<b>Date:</b>	April 26

### Position purpose

The primary objectives of this position are to:

1. Complete detailed individual assessments and care planning for eligible older clients.
2. Perform the duties of this position efficiently to the standards of the department.

### About the Directorate/Division/Department

The position is located in the Community Aged Care Program of the Continuing Care Division at the Heidelberg Repatriation Hospital.

The Community Aged Care Programs include the Austin Health Aged Care Assessment Services, Austin Health Transition Care Program, and the Restore@Austin Health Residential program.

### Austin Health - Aged Care Assessment Services

The Austin Health Aged Care Assessment Services undertake both clinical and non-clinical assessments for eligible older Australians as part of the Single Assessment System for Aged Care. The Single Assessment System aims to simplify and improve the experience of older people by providing a flexible system that can quickly adapt to their aged care needs.

It is a service that helps older people, and their families make decisions about the services that they need to remain at home safely.

Clinical Assessments can be conducted in both the hospital setting and clients home and determine eligibility for Australian Government subsidised services (Residential Care, Residential Respite Care, Support at Home and Transition Care).

Non-Clinical Assessments are completed in the clients' home and assess eligibility for entry level supports.

The community catchment for Austin Health Aged Care Assessment Services is the Northern Metro Region.

### **Austin Health Transition Care Program (TCP)**

Austin Health has 52 packages in total, offering clients home or residential based support based at our partner Aged Care Facility. The aim of TCP is short-term interventions for older people at risk of inappropriate extended hospital stays and/or at risk of premature admission to residential care.

### **Restore@AustinHealth Residential Program (RAR)**

Restore@Austin Health currently provides 8 residential care-based packages at Twin Parks Aged Care facility and 1 community-based package that aim to support clients who require further support following a hospital stay. Clients who are currently non-weightbearing and are unable to progress their rehab journey until the weightbearing status is upgraded, are an example of the clients who benefit from these beds.

## **Position responsibilities**

### **Role Specific:**

- Support program delivery under the Single Assessment Service Model
  - Conduct comprehensive assessments of the restorative, physical, medical, psychological, cultural, and psychosocial dimensions of care using the My Aged Care platform and provide a choice of appropriate services.
  - Conduct Home Support Assessments if required
- Assessments may take place in hospital or community settings. Heidelberg Aged Care Assessment services are undertaken within Victorian Northern Metro Region.
- Provide information and refer clients to appropriate and available services
- Provide high level care to clients through high level proficient assessment skills and effective communication:



**Our actions  
show we care**



**We bring  
our best**



**Together  
we achieve**



**We shape  
the future**

- Involve clients and their families/carers at all stages of the assessment and decision-making process.
- Negotiate for the best possible outcomes where issues of conflict arise, where the rights of all parties are acknowledged.
- Undertake applications to VCAT regarding Guardianship & Administration & other issues where appropriate.

## Education

- Participate in the ongoing professional development of self and others and encourage responsibility for own learning into evidenced based practice and to satisfy Continuing Professional Development (CPD) requirements.
- Undertake MAC Learning elements as required.
- Clinical supervision of other nurses/allied health (respective to the profession) at lesser classification. Supervision and support of Home Support Assessors may be required.

## Research and Quality

- Continuously review existing practices and policies according to evidenced-based practice to minimise adverse care practices and promote positive care outcomes.
- Take part in the development and application of program policies and procedures to support Community Aged Care Services development and improvement.

## Support of Systems

- Actively and positively participate in program specific interdisciplinary team meetings, case conferences and information and planning meetings as required.
- Assist staff with undertaking secondary consultations (where required) and provide advice to the team and other stakeholders.
- Undertake delegations (if you hold the role of a delegate) for care approvals under the Aged Care Act.
- As required, assist with intake and triage
- Maintain strong links with key stakeholders within the health service, aged care service system and local community support services.
- Actively ensure all documentation is completed in a manner consistent with organisational policies and procedures, legislative and regulatory requirements.
- Work with Team Leader and Manager to meet all monthly and ad hoc reporting requirements (within timelines).
- Assist in provision of leave cover across the service as required.
- Carry out other duties as delegated by program Team Leader or Manager.

## Professional Leadership

- Maintain professional demeanour and services as a role model for all staff, setting and clearly communicating clinical and behavioural expectations.
- Maintain and foster relationships with appropriate internal and external stakeholders.



Our actions  
show we care



We bring  
our best



Together  
we achieve



We shape  
the future

## Selection criteria

### Essential skills and experience:

- Demonstrated clinical experience in aged care assessment or aged care service delivery in health or the community sector
- Demonstrated understanding of the significant factors impacting on older people living in the community
- Demonstrated understanding of the range of services / resources in the community and how to package these to meet the care needs of older people
- Willing to undertake the My Aged Care Learning Training.
- Ability to work independently as well as within the multidisciplinary team
- Ability to communicate effectively in both written and verbal forms
- Ongoing commitment to professional development
- Understanding of research and evaluation principles
- Proven ability to undertake comprehensive assessment care planning and case management
- Sound computer literacy skills
- Current Victorian Driver's License

### Desirable but not essential:

- Previous experience in assessment, having completed the MAC Learning Training.
- Understanding of the My Aged Care platform
- Post Graduate Qualifications in a relatable field.
- Ability to converse in a relevant community language

## Professional qualifications and registration requirements

- Registered Nurse (currently registered with Nursing and Midwifery Board of Australia) or Allied Health Professional (with current registration with their respective National Board) or eligible for membership of relevant professional association

## 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.



Our actions  
show we care



We bring  
our best



Together  
we achieve



We shape  
the future

- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- 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.



Our actions  
show we care



We bring  
our best



Together  
we achieve



We shape  
the future