



## Position Description

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<b>Position Title</b>	Integrated Care Clinician
<b>Division / Team</b>	Client Services / Alcohol & Other Drugs
<b>Reports to</b>	Manager Alcohol & Other Drugs
<b>Agreement / Award</b>	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2016 -2020 OR Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2017
<b>Classification</b>	Dependent on qualifications and experience
<b>EFT / Term</b>	Full Time 1.0 EFT / Fixed Term 12 months from commencement
<b>Work Location</b>	As per contract of employment
<b>Date Approved</b>	July 2021

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**About Ballarat Community Health** Ballarat Community Health (BCH) strives for high quality, flexible and responsive service delivery and health promotion with a focus on service monitoring, review and evaluation. BCH provides a broad range of services to the community of Ballarat, with outreach services delivered in the Central Highlands region and beyond. There is a primary emphasis in all service delivery on health promotion and illness prevention. BCH is committed to operating as a values-based organisation and has adopted the below values as key to our work. We seek to demonstrate these values in the way we choose to behave and interact with each other, our clients, partners and the community. Compassion, empathy and empowerment are important behaviours in underpinning these values.

**Our Purpose** Health and wellbeing for all with a commitment to the most vulnerable.

**Our Leading Principles** A driven desire to maximise impact and be sustainable.

<b>Values</b>	<b>Respect</b> Valuing other points of view and treating people with respect	<b>Integrity</b> Acting with sincerity and honesty	<b>Courage</b> Strength in the face of challenges
	<b>Resilience</b> The ability to be strong in adversity, and bounce back with renewed hope	<b>Responsibility</b> Being reliable and accountable to others	<b>Optimism</b> Focusing on potential and abilities

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**Diversity Statement** Ballarat Community Health recognises and celebrates the diversity of the community within which we work. We acknowledge the first peoples of Australia and their unique contribution. We welcome and work with people of all ages and health status, of all races, abilities, gender identities, sexual orientations, religious, cultural and linguistic backgrounds and financial status.

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**Position Summary** The Integrated Care Clinician will be a part of the AOD multi-disciplinary team with strong links to the BCH community mental health team. The successful incumbent is required to deliver

the WVPHN funded Older Australian's Initiative that will focus on the mental health and social connectedness of clients in the Ballarat Goldfields region aged between 65-75 years.

The aim of the program is to reduce the disproportionate impact of physical distancing measures associated with COVID-19 on the mental health and wellbeing of older people. Outcomes will include improved health and wellbeing facilitated by an outreach model and inclusive of mental health and/or AOD assessment, care coordination and referral and linkages to social connection programs.

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## **Principal Areas of Responsibility**

### **Provision of services**

- Provide high quality engagement, assessment, treatment and support services to individuals and their families, using best practice principles including family inclusive practice and dual diagnosis principles
- Conduct comprehensive assessment (including risk assessment) of clients using appropriate Mental Health and AOD assessment tools
- Identify client needs and readiness to change, building on and maintaining motivation for change
- Work with complex clients who may have co-occurring disorders including AOD, Mental Health and Acquired Brain Injury
- Develop individual recovery plans with clients and assist in the identification of collaborative treatment goals across a range of social and emotional wellbeing domains
- Provide brief intervention and case management using the harm minimisation framework
- Provide care coordination, including liaison with and referral to other services relevant to the treatment goals, including social supports, community involvement and physical health needs
- Participate in case management and service coordination practice with broader team and other professionals supporting the client's journey through relevant treatment services
- Facilitate referral process and support clients awaiting allocation to other services.
- Provide outreach services to clients
- Provide effective and evidence-based therapeutic interventions using recovery-oriented principles which focus on holistic care
- Empower clients to make informed decisions about their health care and psychosocial wellbeing

### **Actively participate in the Multi-disciplinary Team**

- Encourage and facilitate client, carer, family and peer worker involvement
- Support a planned discharge involving ongoing supports and engage in post-discharge follow-up
- Provide appropriate consultation to other members of the team, including the development of documents as required
- Participate in client outcome evaluation and service development
- Be fully conversant with the framework, policy, procedures and protocols in which Mental Health and AOD treatment services and systems operate
- Work effectively within the BCH AOD team and broader BCH service system
- Maintain privacy and confidentiality for clients and ensure a non-judgmental approach

### **Reporting**

- Complete and maintain appropriate clinical records and statistical reports according to the organisation's policy and funding body standards
- Ensure all data and other reporting requirements of funding bodies are submitted as required

- Where required, provide material for written reports to the CEO and General Manager Social Support, including contributions for annual and quality of care reports, member newsletters and reports for The Board
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- Scope**
- To follow leadership and management direction and seek advice on all matters outside usual scope of practice.
  - Practice in a manner consistent with the requirements of the relevant professional registration requirements and relevant registration board
  - Continuing education to keep abreast of changes
  - AOD operate from a recovery based, harm minimization framework in the provision of treatment and support services (also designed to meet the needs of individuals and significant others)
  - Adult and Youth Intake and Assessment – Utilise statewide AOD screening and assessment tools
  - Withdrawal Nurses practice within the AHPRA Codes and Guidelines and maintain registration with the Royal College of Nursing
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- Organisational Responsibilities**
- Be aware of and perform all duties in accordance with the organisation’s stated policies and procedures
  - Understand practice frameworks relating to the Multi Agency Risk Assessment and Management (MARAM) framework and Information Sharing Schemes
  - Establish and maintain cooperative working relationships with staff and ensure alignment with the BCH values at all times
  - Work within professional boundaries and relevant scope of practise at all times
  - Maintain relevant professional registration
  - Work cooperatively across the teams to provide a comprehensive coordinated health promotion service
  - Attend approved professional development sessions and keep up to date with current developments, theories and practises in the field
  - Participate in compulsory BCH training programs
  - Ensure that client and staff confidentiality is respected and upheld at all times
  - Attend and actively participate in meetings as required
  - Represent and promote Ballarat Community Health appropriately, taking into consideration BCH advocacy statements and values
  - Participate in performance development plans and supervision
  - Participate in the organisation’s continuous quality improvement programs and activities
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**Qualification and Immunisation requirements**

Registered Nurse or Social Worker with additional qualifications in Mental Health and / or AOD is preferred

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- Key Selection Criteria**
- 1. Experience:**
- Registered Nurse or Social Worker with additional qualifications in Mental Health and / or AOD is preferred
  - Demonstrated experience in collaborative practice, assessment and case management
  - A broad knowledge of the health and welfare networks and referral pathway options across the region
  - Knowledge of current evidence based Mental Health and AOD interventions

**2. Interpersonal Skills:**

- Demonstrated ability to work with clients with co-occurring disorders including AOD, Mental Health and Acquired Brain Injury
- The ability to work autonomously and be self-directed in the role
- Excellent verbal communication skills and the ability to engage with a wide variety of stakeholders
- Capacity to deal objectively and professionally with complex clients and related issues

**3. Written Communication:**

- Effective written communication skills which are clear and concise

**4. Computer Skills:**

- Strong knowledge of and ability to use the Microsoft Office Suite and Windows based programs and database management systems

**5. Organisational Skills:**

- Ability to prioritise workloads and conflicting tasks and manage deadlines

**6. Alignment with BCH values:**

- Ability to align with the BCH values in all areas of work
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**Conditions of Employment and other relevant information**

- The successful applicant will be required to maintain a current driver's licence.
  - BCH strongly supports Equal Opportunity and Access to Services, and requires all staff to be sensitive and inclusive of individual needs including but not limited to cultural, religious and sexual orientation
  - The successful applicant will be required to undertake a police records check. Appointment is subject to the outcome of this check.
  - The successful applicant will be required to obtain and maintain a valid employment Working with Children Check whilst employed in this position.
  - Prior to being appointed to this position it is required that there is a full disclosure of any pre-existing injuries or disease that might be affected by employment in this position.
  - BCH reserves the right to vary the location of the position according to the needs of BCH and its clients and any future changes to the BCH's areas of operation.
  - Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s). Statements included in this position description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
  - Salary sacrifice arrangements are available to all staff subject to BCH's ongoing Fringe Benefits Tax exempt status.
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