# THE ORGANISATION AND OUR MISSION

St Vincent’s Hospital Melbourne (SVHM) is a leading teaching, research and tertiary health service, which employs more than 6,500 staff across 18 sites throughout Melbourne.

Part of Australia's largest not-for-profit Catholic health and aged care network, St Vincent's Health Australia, SVHM provides a diverse range of adult clinical services including Addiction medicine, acute medical and surgical services, sub-acute care, medical diagnostics, rehabilitation, allied health, mental health, palliative care, correctional health and community residential care.

SVHM's mission is to provide high quality and efficient health services to the people of Victoria in accordance with the philosophy of St Vincent’s Health Australia.  This mission is based on the values of compassion, justice, integrity and excellence.

# KEY POSITION DETAILS

|  |  |  |  |
| --- | --- | --- | --- |
| **Job Title:** | Snr. Clinician, DoAM State-wide Addiction Hub | **Reports to:** | DoAM Director & Manager |
| **Program:** | Integrated Care Services | **Department:** | Addiction Medicine /Mental Health |
| **Industrial Agreement:** | Victorian Public Mental Health Services Enterprise Agreement 2016-2020 or its successor | **Classification:**  **Risk Category:** | Grade 4 Allied Health/RPN 4B  B |

# LOCAL WORK ENVIRONMENT

**St. Vincent’s Department of Addiction Medicine (DoAM)**

St. Vincent’s Hospital is a leading teaching, research and tertiary health service which employs over 5,500 staff across 18 sites throughout Melbourne.

The Department of Addiction Medicine at St. Vincent's (which includes Depaul House withdrawal unit) is one of Australia’s leading centers for the medical treatment of drug or alcohol addiction. The work includes direct patient treatment, research, education/training and policy development. Our multidisciplinary team includes doctors, nurses, social workers and specialist counselors, and our treatment services encompass both acute withdrawal and long term management, using state-of-the-art methods and facilities. We have a strong culture of education, training and teaching, from undergraduate students to senior clinicians across a wide range of professional disciplines.

Addiction Medicine at St Vincent’s strives to ensure that our clinical knowledge and experience informs public health policy, to achieve a more sophisticated understanding in the community of the nature and treatment of addiction, and to improve the health outcomes for those seeking assistance for drug or alcohol problems.

**The Context**

The final Royal Commission report into Victoria’s Mental Health System was handed down in March 2021, outlining 65 broad reaching recommendations aimed at reforming Victoria’s Mental Health Service. The recommendations will set the reform agenda which is expected to span the next 10 years.

Victoria’s Department of Health (DoH) has outlined a number of key reforms which includes the establishment of a New State-wide specialist addiction service who will support the MH service system to better care for and support people living with mental ill health and substance use / addiction and related issues. This new State-wide service has commenced with the appointment of Turning Point as the lead agency who will work with three Partner Providers (Hubs). St. Vincent’s DoAM has been identified as one of the Partner Providers. The state-wide service and its Partner Providers will be tasked with supporting the Area MH and wellbeing services in their area to provide better

1. Integrated mental health and alcohol and other drugs treatment, care and support for people living with mental illness and substance use or addiction.

Considering the scale, complexity and significance of the reforms, and that many health services may need to recruit or build additional competencies in project and change management, the DoH has provided funding to support implementation in each health service. As a result St Vincent’s Health Melbourne (SVHM) is creating a Team made up of clinical, lived experience and project expertise to lead the development of the St. Vincent’s Partner Provider (Hub) – a component part of the new State wide Specialist Addiction service.

# POSITION PURPOSE

The role of the Snr. Clinician is work with all key stakeholders including the State-wide lead service, Turning Point, the other Partner Hubs but in particular the Area MH & Wellbeing services in the designated service area for the St. Vincent’s Partner Providers Hub. This is a position of clinical leadership. The role works in collaboration with the manager, deputy clinical director and other discipline seniors as part of DoAM service delivery. This role is responsible for ensuring client care is provided in accordance with evidenced based, research informed integrated care for people with MH & Substance use issues.

This role shall provide leadership to a multi-disciplinary team who provide a range of direct and telehealth clinical services targeting addiction and highly complex mental health presentations. This role will include the provision of supervision, support and management to staff. This role involves being part of the management of effective clinical service delivery. The role will involve holding a clinical load.

This role requires a strategic thinker with demonstrable clinical experience in Public Mental Health Services and AOD sector and who understands the key drivers of the Victorian health industry.

# POSITION DUTIES

* Participate in the design, implementation and ongoing review and improvement of the Partner Provider Service.
* In collaboration with clinical directors and leaders, contribute to the development and implementation of related policies, standards, practice guidelines, models of care, and clinical service provision to support the Partner Provider service and associated services.
* Ensure the Partner Providers service meets it core objectives in relation to the provision of expanded primary and secondary consultation services.
* Provide high quality clinical and operational leadership that ensures the day to day activities of the service are carried out in an effective manner;
* Leadership in all aspects of team based activities and functions;
* Ensure clinician case loads are managed in accordance with organisational workflow management expectations;
* Provide guidance to clinicians on appropriate allocation of clients for consultation, assessment and treatment;
* Provide advanced primary and secondary consultation including risk and dual diagnosis, case planning, crisis support, brief interventions and referrals for clients;
* Ensure a high standard of documentation which complies with professional, legislative and organisational standards;
* Be responsible for coordinating timely data entry and reporting.
* Contribute and participate in clinical review and case conferences with internal and external services and agencies.
* Promotes a culture of learning support and education to whole of team;
* Drives a culture of professional development within multi-disciplinary team;
* Contributes to the education and supervision of staff and students;
* Participates in workforce development as required;
* Participates in relevant professional development programs, to ensure compliance with current evidence based practice, continuing personal professional.
* Promotes and facilitates clinical research
* Implements harm minimisation and risk assessment strategies for at-risk individuals.
* Treats all employees of the organisation with respect and dignity and free of discrimination or harassment.
* Practices in accordance with the philosophy, intent and registration standards prescribed by respective Discipline Association including their Code of Ethics and Code of Professional Conduct.

# INCUMBENT OBLIGATIONS

**General**

* Perform duties of the position to the best of their ability and to a standard acceptable to SVHM
* Comply with all SVHM policies, procedures, by-laws and directions
* Treat others with respect and always behave professionally and in accordance with the SVHM Code of Conduct
* Only access confidential information held by SVHM when this is necessary for business purposes, maintaining the confidentiality of that information once accessed
* Participate in the annual SVHM performance review process
* Display adaptability and flexibility to meet the changing operational needs of the business
* Comply with applicable Enterprise Bargaining Agreement provisions
* Participate in line management and professional supervision, displaying a willingness to develop self and seek to improve performance

**Clinical Quality and Safety**

* Attend clinical orientation upon commencement
* Maintain clinical registration and any required indemnity cover
* Always work within approved scope of practice under supervision by more senior clinical staff as appropriate.
* Take personal responsibility for the quality and safety of work undertaken
* Take all necessary care and precautions when undertaking clinical procedures
* Complete annual clinical competencies
* Maintain skills and knowledge necessary to safely and skilfully undertake clinical work
* Consult with peers and other experts and refer to other healthcare workers when appropriate and in a timely manner
* Collaborate and clearly communicate with patients/clients and the healthcare team
* Participate in clinical risk management and continuous quality improvement activities as part of day-to-day work

**Person Centred Care**

* Ensure consumers and carers receive information in an appropriate and accessible format
* Actively support consumers and carers to make informed decisions about their treatment and ongoing care
* Ensure consumers and carers are aware of their rights responsibilities and how to provide feedback

**Health and Safety**

* Protect the health and safety of self and others, complying with all health and safety related policies, procedures and directions
* Complete required Fire and Emergency Training annually
* Complete required Workplace Culture and Equity Training annually
* Attend general hospital orientation within 3 months of commencement
* If required, undertake a Fit Test as per the Respiratory Protection Program at commencement of employment and then annually

# INCUMBENT CAPABILIITY REQUIREMENTS (Level 3)

The incumbent of this position will be expected to possess the following core capabilities:

|  |  |  |
| --- | --- | --- |
| **Capability** | | **Demonstrated behaviour** |
| **Personal** | **Personal effectiveness** | Sets and measures team goals, driving pursuit of higher standards of practice |
| **Learning Agility** | Responds to new and complex situations by adjusting behaviour appropriately |
| **Outcomes** | **Consumer/Resident centred** | Monitors satisfaction levels and proactively addresses issues |
| **Innovation and Improvement** | Anticipates problems and continuously improves systems and processes |
| **Strategy** | **Driving Results** | Takes ownership for performance of team results |
| **Organisational Acumen** | Uses information and organisational knowledge to make decisions and achieve results |
| **People** | **Working with and Managing others** | Leads others and shares responsibilities, providing support and effective communication |
| **Collaboration** | Operates Cross functionally and develops constructive relationships across the organisation |

# SELECTION CRITERIA

# ESSENTIAL REGISTRATION, LICENSE OR QUALIFICATION REQUIREMENTS

* Bachelor Degree in either Occupational Therapy or Social Work, Clinical Masters in Psychology and current Registration as a Psychologist under the Health Professions Registration Act 2005 (Vic), Division 3 or Division 1 Nurse with Psychiatric Endorsement from the AHPRA
* Occupational Therapy, Clinical Psychology and nursing - Current registration or eligibility for membership with the Australian Health Practitioner Regulation Agency (AHPRA)
* Social Work – Current registration with AASW or eligibility for AASW registration. AASW Mental Health Accreditation is highly regarded. Overseas qualified Social Workers to provide evidence of AASW assessment of qualifications
* Clinical Psychology – Practice Endorsement as a ‘Clinical’ Psychologist with AHPRA or engaged in an approved registrar program towards ‘Clinical’ endorsement.
* Current Victorian driver’s license

# OTHER ESSENTIAL REQUIREMENTS

* A minimum of at least 5 years post qualification clinical experience within Mental Health Services and AOD
* Proven ability and experience in leading project management and in particular stakeholder engagement and change management approaches
* Sound working knowledge of co-design principles
* Commitment to:
  + The Values and Health Care Philosophy of the Sisters of Charity
  + The Principles of the St. Vincent’s Hospital Patient Care Model
  + The Hospital’s Code of Conduct
* Demonstrated understanding of contemporary mental health and AOD service provision, recovery oriented practice, co-design approaches, and Victorian Mental Health and AOD legislation and policy frameworks
* Highly developed skills in engaging and working collaboratively with consumers, carers and supporters, members of the multidisciplinary team, other senior staff and external agencies.
* Highly developed interpersonal and communication skills, including problem solving ability and conflict resolution skills, as well as sound oral and writing skills
* Highly developed organisational skills including time management, prioritisation of multiple tasks and working to tight deadlines
* Commitment to ongoing professional development and professional supervision

# OTHER NON-ESSENTIAL REQUIREMENTS

* Post Degree Qualification qualifications relevant to the related area
* An understanding of mental health and AOD legislation and best practice standards such as the Victorian Mental Health Act or its relevant replacement.

# REQUIRED IMMUNISATIONS

SVHM Employee Health Screening and Immunisation Policy outlines the requirements for staff working in SVHM facilities.

**Table 1: Vaccine Preventable Diseases for which vaccination and/or assessment is required within SVHM**

|  |  |
| --- | --- |
| Chicken pox (varicella)  Hepatitis B  Measles  Mumps  Rubella | Whooping cough (pertussis)  Diphtheria  Tetanus  Influenza  Tuberculosis  COVID-19 \*\*\* |

*NOTE: Vaccination requirements may differ according to individual jurisdictional requirements and policy directives and where there is a conflict the higher directive will apply.*

*\*\*\*Following direction from the Victorian Chief Health Officer, under the Public Health and Wellbeing Act 2008 (Vic); Section 200; the COVID-19 Vaccination is mandatory for all employees (regardless of risk category), provided the individual does not have a medical contraindication according to the Australia Technical Advisory Group on Immunisation.*

SVHM has grouped individuals according to their risk of transmitting vaccine preventable diseases and their risk of exposure to blood or body substances (Table 2).

**Table 2: Health Care Worker Risk Categorisation**

|  |  |  |
| --- | --- | --- |
| Risk Category | Description | Vaccination requirement |
| Category A | Vaccination is **required** for this category of health care worker. Healthcare workers within this category have the potential to transmit Vaccine Preventable Diseases to vulnerable patients most at risk of mortality and morbidity from these diseases within SVHM.  This includes employees with direct physical contact with patients/clients, deceased persons, blood, body substances or infectious material or surfaces/equipment that might contain these or contact that would allow acquisition and/or transmission of a specific infectious disease by respiratory means.  This includes laboratory workers. | Required |
| Category B | Vaccination is recommended for this category of HCW. This includes individuals who do not work with the risk of exposure to blood or body substances, their normal work location is not in a clinical area (e.g. chef, administrative staff) and only attends the clinical area for short periods of time. Essentially, these individuals have no greater level of risk than that of the general community. | Recommended |

1. **PRE-EXISTING INJURY**

Prior to any person being appointed to this position it will be required that they disclose full details of any pre-existing injuries or disease that might be affected by employment in this position.

# Agreement

**National Police Check:**

I understand that it is a condition of my employment to provide SVHM with a current National Police Certificate PRIOR TO COMMENCING WORK and this is at my own cost.

I understand that regardless of the frequency, if I am working and or visiting in a designated ‘high risk area’ of SVHM (as defined in the SVHA Pre-employment/Appointment Safety Checks Policy) I will be subject to periodic Police Checks every three years at my own cost.

**NDIS Clearance (if applicable):**

If you are working in a designated ‘Risk Assessed Role’ (as defined by the National Disability Insurance Scheme NDIS) regardless of frequency, you will be subject to periodic NDIS Worker Screening Checks every five years at your own cost. ‘Risk Assessed Roles’ are defined as (a) key personnel as defined in the *National Disability Insurance Scheme Act 2013*; (b) any role that directly delivers a set of specified supports or services in the [NDIS (Practice Standards – Worker Screening) Rules 2018](https://www.ndiscommission.gov.au/document/891); (c) any role where normal duties are likely to require ‘more than incidental contact’ with people with disability. The designation of ‘Risk Assessed Roles’ are subject to change, please refer to NDIS Practice Standards for further information.

**Required Immunisations:**

Individuals who will be working in Category A positions will only be able to commence employment following assessment of their vaccination status. The decision to proceed with the commencement of employment will be at the discretion of the ICP in consultation with the Hiring Manager and may in some instances, require additional vaccinations to ensure full compliance with the SVHM Employee Health Screening and Immunisation Policy.

I understand that if additional vaccinations are required to comply with pre-employment prerequisites, this will be at my own cost. Where a state jurisdiction overrides this, the facility will bear the cost.

**I have read, understood and agree to comply with the responsibilities and accountabilities of this position description. I agree to comply with all SVHM requirements, policies, procedures, by laws and directions.**

Name:

Signature:

Date: