


**Position Description:**
**Health Manager Level 2 /Allied Health Level 4 – Child and Adolescent Mental Health service (CAMHS) Whole family Team Clinical Team Leader.**

Our CORE values Collaboration Openness Respect Empowerment		
<b>Organisation</b>	NSW Health	
<b>Local Health District / Agency</b>	Northern NSW Local Health District	
<b>Position Classification</b>	Multi Classification	
<b>State Award</b>	Multi discipline	
	Does this role require Multiple Awards? <input type="checkbox"/> xYes <input type="checkbox"/> No	
<b>Supervisory</b>	Does this role manage or supervisor others? <input type="checkbox"/> xYes <input type="checkbox"/> No	
<b>StaffLink Position Number</b>	686368	
<b>Website</b>	<a href="http://www.nnswlhd.health.nsw.gov.au/">www.nnswlhd.health.nsw.gov.au/</a>	

**PRIMARY PURPOSE**

<b>Primary Purpose</b>
<p>The Whole Family Team (WFT), Clinical Team Leader is responsible for the day-to-day leadership, guidance and line management of the multidisciplinary team that work within the WFT. Maintaining a clinical caseload as required as well as managerial responsibilities.</p> <p>The team provides comprehensive family assessment and intervention focusing on identification and treatment of mental health and drug and alcohol issues and their impact on effective parenting. This includes working with individuals, families, and formal and informal support systems. Families referred to the program have had a recent Risk of Significant Harm report and thus close partnerships with child protection services are paramount.</p>

**ESSENTIAL REQUIREMENTS** (will also include mandated WHS Statement added by Workforce)

<b>Essential Requirements - please nominate if role will be supervisory</b>
<p>Allied Health:        Tertiary qualifications and, where applicable, membership of the relevant association or registration with the relevant board, in one of the following disciplines: Social Work, or Occupational Therapist. To be appointed as a Level 4 Health Professional evidence must be provided of three years' clinical experience and demonstrated experience of extensive specialist knowledge or a high level of broad generalist knowledge within the discipline as defined by the award definitions of a level 4 practitioner.</p> <p>Or</p> <p>Registered with the Australian Health Practitioner Regulation Agency (AHPRA) and full registration with the Psychology Board of Australia</p> <p><b>Senior Psychologist</b> and have completed a minimum of one year at the 9th year of service and thereafter point on the salary scale for Psychologist or full registration with the Psychology Board of Australia</p> <p><b>Clinical Psychologist</b> with a Masters degree or higher in Clinical Psychology, Clinical Neuropsychology or some other recognised clinical area in psychology that the employer deems relevant to the functions of the position (as per Award)</p>

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Valid unrestricted drivers' licence for use in NSW/Australia. (only if required - for responsibilities undertaken in this role)	Yes
Valid NSW Employee Working With Children Check.(team will enter based on StaffLink information)	Yes
Does this role supervise staff (team will enter required WHS statement)	Yes

**KEY ACCOUNTABILITIES - Maximum 8**

Key Accountabilities
<ol style="list-style-type: none"> <li>1. Provide leadership and management in line with NNSWLHD organisational goals and key performance indicators.to provide high level clinical assessment, care planning, treatment and reviews as part of an integrated, patient centred and evidenced based approach to ensure optimal client outcomes.</li> <li>2. Provide an autonomous advanced clinical service applying professional knowledge and judgement, including those of a novel, complex or critical nature to maximise client safety, and improved outcomes according to current evidence based best practice within child protection, mental health and alcohol and other drugs.</li> <li>3. Ensure that team systems are recovery focused, by providing opportunity to promote hope and assist families in defining their identity, finding meaning in life and taking personal responsibility.</li> <li>4. Lead workplace education, support and quality improvement activities to improve the care of clients of Northern NSW Local Health District, including planning, implementing, evaluating and reporting on services, identifying opportunities for improvement in clinical practice, developing and leading ongoing quality improvement activities with staff and participating in clinical research opportunities.</li> <li>5. Foster and maintain appropriate inter-agency liaison relevant to clients and/or agency relationships, including but not limited to the Department of Community Services, Child Wellbeing Units, Mental Health and Drug and Alcohol Services to maintain effective referral, treatment and discharge planning and pathways.</li> <li>6. Develop and demonstrate cultural competence and understanding and commit to improving the health outcomes of Aboriginal people.</li> </ol>

**KEY CHALLENGES - Maximum 3**

Key Challenges
<ol style="list-style-type: none"> <li>1. Managing time and prioritising the clinical workload within finite resources to ensure the delivery of optimum standards of community child and adolescent, mental health and alcohol and other drug care that meet patient/client needs and expectations.</li> <li>2. Contributing, in an environment of constant change, to Improving the ways in which members of the health care team work together to provide treatment, care and support to individuals and carers.</li> <li>3. Working with at risk, vulnerable and distressed patients, families, and carers.</li> </ol>

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**KEY RELATIONSHIPS - Maximum 3 internal, 2 external (if relevant)**

Who	Why
CAMHS Service Manager	Professional and operational leadership and management. Provides guidance, direction and feedback in relation to the delivery of quality patient care.
Multidisciplinary team	Provide clinical leadership and management and collaborate regarding client/family care, consultation and shared decision making to ensure the provision of a quality service.
Internal stakeholders	Liaison and communication for ongoing care, treatment, and support of consumer.
External stakeholders  Including but not limited to Schools and School Counselling Services, General Practitioners and Community Managed Organisations and Department of Communities and Justice, Private Providers and General Practitioners	Professional partnership, collaboration to facilitate referrals, client care and child safety as well as foster linkages and provide consultation regarding mental health and alcohol and other drug and developmental concerns.
Patients/clients and their families	Provide appropriate high quality patient centered care that meets needs and expectations in line with CORE values.

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**SELECTION CRITERIA – Maximum 8, 6 recommended**

**Selection Criteria**

1. Allied Health: Tertiary qualifications and, where applicable, membership of the relevant association or registration with the relevant board, in one of the following disciplines: Social Work or Occupational Therapist. To be appointed to a specific discipline and grade/level, please refer to the Essential Requirements section for registration and qualification requirements OR Health Manager: Tertiary qualifications in a relevant field of study or equivalent work experience or a combination of relevant study and work experience
2. Demonstrated ability to apply advanced clinical reasoning and ability to apply professional judgement when performing novel, complex or critical tasks
3. Highly developed organisational skills and broad experience in the co-ordination of a multi-disciplinary team providing community-based services.
4. Proven clinical experience and ability to provide complex family assessments and interventions in mental health, alcohol and other drug and child protection domains.
5. Excellent communication and interpersonal skills as well as experience in continuous quality improvement practices and competence in computer skills
6. Ability to work with limited direction, be self-motivated and provide effective problem solving, negotiation and change management skills.
7. Comprehensive knowledge of relevant legislation and policy directions of child and adolescent and mental health services including application in a community-based environment.
8. Ability to work in sites across the Local Health District as required or directed with a valid unrestricted drivers' licence for use in NSW and willingness to travel in the course of employment. Availability and capacity to participate in a seven day rotating roster that includes working all days of the week including public holidays (if applicable).

**OTHER REQUIREMENTS** - The other requirements are LHD mandated inclusions to our Position Descriptions. Positions of Managers, Senior Manager and Executive positions have slightly different statements included by the Workforce team. This section is not to be amended.

**Professional Behaviour and Communication**

All employees are required to achieve, uphold and model a high standard of professional behaviour and communication.

- Any conduct on your part, whether during or outside business hours, which has the capacity to affect or damage the professional reputation of NSW Health, or your ability to uphold that reputation or image, could lead to disciplinary action, including dismissal
- Appropriate professional behaviour incorporates all levels of interpersonal behaviour, including formal and informal communication with colleagues, patients and carers

All employees are responsible for:

- Complying with all current NSW Health and NNSWLHD policies, including the NSW Health Code of Conduct

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- Complying with profession-specific Code of Ethics/Code of Professional Conduct and Scope of Practice

## Workplace Culture

Your workplace behaviours and practices are expected to:

- Proactively contribute to a positive, productive and safe workplace culture
- Adhere to the CORE values of Collaboration, Openness, Respect and Empowerment identified in the NSW Health Workplace Culture Framework

## Privacy

All employees are expected to comply with personal information protection principles and health privacy principles as per the NSW Health Privacy Manual for Health Information, NSW Health and NNSWLHD privacy policies and procedures, and relevant legislation:

- Privacy and Personal Information Protection Act 1998 (NSW)
- Health Records and Information Privacy Act 2002 (NSW)

## Performance

All employees will:

- Have a performance agreement with their manager, linking individual performance objectives and role requirements to corporate objectives
- Participate in an annual performance appraisal
- Be responsible, with the support of their managers, for proactively developing their own performance to meet expectations and achieve objectives
- Actively contribute to their performance management by having open and honest conversations with managers and colleagues and providing and receiving constructive feedback

## Quality Improvement

NNSWLHD complies with the National Safety and Quality Health Service Standards. All employees are expected to:

- Be aware of and comply with their responsibilities under the Standards
- Actively participate in quality improvement initiatives within their teams
- Participate in organisation-wide quality improvement activities as required

## Workplace Health & Safety

All employees have responsibilities under the Workplace Health & Safety Act of 2011. Signing this Position Description confirms you understand the responsibilities relevant to your role.

## Risk Management

All employees are expected to notify into the incident management system any incidents and patient complaints which occur in your own area (both clinical and corporate incidents).

All employees will:

- Identify and manage risks in your own area, and report risks to your manager which are beyond your capacity or authority to manage

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**CAPABILITY FRAMEWORK**

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This is added during the entry of the PD's into ROB and are consistent across the LHD. The LHD undertook a consultative process to ensure that all positions across the LHD have an appropriate capability framework for entry.