

Position Description

Position Title	Senior Clinician, Occupational Therapist
Position Number	30101201
Division	Clinical Operations
Department	Mental Health & Wellbeing Service
Enterprise Agreement	Victorian Public Mental Health Services Enterprise Agreement 2021-2024
Classification Description	Occupational Therapist Grade 3
Classification Code	YB24 - YB27
Reports to	Manager, CAMHWS
Staff Capability Statement	Please click here for a link to staff capabilities statement

Bendigo Health

With more than 4,500 staff and volunteers and covering an area a quarter of the size of Victoria, Bendigo Health, is an expanding regional health service offering the advantages of city life combined with the beauty and freedom that comes from living in a regional area.

Bendigo Health is a 700 bed service that treats more than 45,000 inpatients, triages more than 65,000 emergency attendees and welcomes more than 1,600 new born babies in a year. In addition more than 15,000 operations are performed in our operating theatres and more than 100,000 occasions of services are provided in our clinics to outpatients.

The organisation provides services in emergency, maternity, women's health, medical imaging, pathology, rehabilitation, community services, residential aged care, psychiatric care, community dental, hospice/palliative care, cardiology, cancer services and renal dialysis to the people of the Loddon Mallee region.

With our main campus based in Bendigo, our services extend throughout the Loddon Mallee with sites in areas such as Mildura, Echuca, Swan Hill, Kyneton and Castlemaine.

Demand on services is increasing rapidly with Bendigo being one of Victoria's fastest growing regional cities.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community

PASSIONATE – We are passionate about doing our best

TRUSTWORTHY - We are open, honest and respectful

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

The Clinical Operations Division

The Clinical Operations Division encompasses acute and mental health services. We provide a wide range of general medical, surgical and speciality services including; Oncology, Cardiology, Renal, Emergency, Women's and Children's, Critical Care, Specialist Clinics and Mental Health & Wellbeing Services.

Within a state-of-the-art hospital, the team provides high-quality services using the latest technologies. Our eleven operating theatres (including two endoscopy rooms), critical care, emergency and women's wards all have access to critical services lifts that link to the helipad allowing rapid transfer of patients both in and out of the health service.

The Mental Health & Wellbeing Service provides psychiatric care and treatment across a large catchment area in Victoria stretching from Swan Hill in the north of the state to Gisborne in the south. Family sensitive practice is central to our models of mental health care and best practice ensures the identification, inclusion and support of families, carers and children.

The Child and Adolescent Team

Child and Adolescent Mental Health Service (CAMHS) is a community based, multidisciplinary team that works with children and adolescents 0 - 18 years who are displaying serious emotional, relationship, personal care or behavioural disturbances that impact on family and social relationships and/or their functioning in school or the workplace.

While based out of JBC in Bendigo, CAMHS staff are also located at five regional locations across the Loddon-Campaspe, Southern Mallee region.

Services include:

- Assessment and referral to acute inpatient, residential and non-residential rehabilitation, and other generic health services
- Case management and individual and family therapy
- Crisis assessment and treatment
- Mental health education to carer and community groups
- Mental health promotion
- Consultation and liaison with other health workers and agencies, and outreach to smaller, more remote centres
- The Specialised Autism Assessment Service (SAAS)
- The CAMHS and Schools Early Action (CASEA) Program
- Tier 4 Mental Health Service within the Infant, Child & Family Local

Referral to CAMHS is through Bendigo Health's Regional Mental Health Triage Service

The Position

The SAAS team provides comprehensive, multi-disciplinary, specialised assessment related to possible diagnosis of autism. The team provides support as required to families while they are on the waitlist for assessment and provides feedback sessions, offering specific recommendations and information about access to support services post assessment. SAAS receive a high level of referrals from paediatricians external to Bendigo Health. Bendigo Health paediatric service additionally receive a high number of referrals from general practitioners seeking autism assessment. This leads to significant wait times for children across the region to receive the comprehensive assessment. The SAAS and paediatric team are currently undertaking a 2 year project to streamline and provide timely assessment of children on the current wait list of Bendigo Health Paediatric Services. The team require a skilled clinician with experience in the assessment of autism to undertake this work.

Responsibilities and Accountabilities

Key Responsibilities

- Work collaboratively with the SAAS team and Bendigo Health Paediatrics to undertake neurodevelopmental assessment specific to autism assessment.
- Timely completion of all documentation and report writing.
- Maintain databases that support work flow and processes
- Participate in Multi-disciplinary team processes and provide sound discipline specific advice to other clinicians within the team and guidance to more junior staff and students.
- Assume other responsibilities associated with the effective management of a specialised community team commensurate with the classification of this position, such as, preceptorship of undergraduate and post graduate students and / or management of various portfolios (OH&S, quality management, etc.).
- Participate in continuous Quality Assurance through ongoing evaluation and improvement of clinical services delivered to patients, families and carers.
- Maintain agreed statistical records.
- Deputise for CAMHWS Manager as required.
- Depending on service requirements, work flexible hours, participate in on-call / re-call rosters, including weekends, as directed.
- Perform other duties as directed

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

Generic Responsibilities

Code of Conduct - The Victorian Government's Code of Conduct is binding on all Bendigo Health staff. Contravention of a provision in the code may constitute misconduct and/ or regarded as a breach of the

employee's employment agreement and will be dealt with under the organisations Counselling and Disciplinary Action Policy.

Compliance with policies and procedures - All Bendigo Health's policies and procedures are set out in its clinical and managerial policy manuals located on the intranet under PROMPT and in hard copy. All staff must ensure they comply with policies, procedures and standard ways of work practices when carrying out their work. Any breach in compliance may result in disciplinary action.

Occupational Health and Safety - Every staff member has the responsibility to take reasonable care of their own health and safety and the safety of others, to cooperate with Bendigo Health's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. Any breach in compliance may result in disciplinary action.

Infection Control - Every staff member has the responsibility to minimise incidents of infection/ cross infection of residents, staff, visitors and the general public. All staff must adhere to the policies and procedures as set out in Bendigo Health's infection control manuals. Any breach in compliance may result in disciplinary action.

Confidentiality - All information concerning Bendigo Health, its patients, clients, residents and staff should remain strictly confidential. Any unauthorised disclosure of such information may result in disciplinary action.

Quality Improvement - Bendigo Health is dedicated to improving the quality and safety of health services by providing care within the following domains of quality: Consumer Participation, Clinical Effectiveness, Effective Workforce and Risk Management. As a result, we apply the concept of the quality cycle for all our quality activities, initiatives and projects thereby ensuring the best possible care and treatment results are achieved. The underlying principle of the cycle is that an activity is not complete until evaluation shows that it has been effective and reached the desired outcome. As a Bendigo Health employee you have a responsibility to participate in and commit to ongoing quality improvement activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

Diversity – Each person has a right to high-quality health care and opportunities regardless of diversity factors, which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age and socio-economic status. Every staff member has a responsibility to recognise and respect diversity. Inclusiveness improves our service to our community and promotes engagement amongst staff.

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

Key Selection Criteria

Essential

1. Current registration with AHPRA as an Occupational Therapist, Post-graduate qualification in mental health and/or related field as well as demonstrated commitment to ongoing professional development.
2. Extensive experience working in a variety of mental health settings.
3. Sound knowledge and experience in assessment of children and adolescents, undertaking neurodevelopmental assessment and working with children and families experiencing complex mental health.
4. Experience in liaising and consulting with relevant family members, team members, and a broad range of health professionals and community agencies.
5. Proficient and comprehensive documentation, computer and data entry skills.
6. High level of self- confidence, organisational, leadership, communication and interpersonal skills with a sound ability to strategically prioritise work requirements/demands leading to success working independently and as part of a team.
7. A personal approach which is positive, enthusiastic, friendly and helpful in providing excellent customer service and developing effective working relationships, both internal and external.
8. Knowledge of Quality Improvement and flexibility to operate and lead a team in an environment of change with focus on continuous improvement

Mandatory Requirements

National Police Record Check A current and satisfactory National Police Record Check must be completed by all new staff prior to commencement at Bendigo Health.

Immunisation As a health provider dedicated to providing quality patient care, we all need to be aware of the critical importance of infection control. Each staff member has a responsibility to comply with Bendigo Health's Staff Immunisation Policy and various infection control policy and procedures. All staff are required to provide evidence of vaccinations prior to commencement at Bendigo Health

Working with Children Check Bendigo Health has a responsibility to provide a child safe environment. This position is a defined "child-related role" at Bendigo Health. As such you must maintain a valid working with children check. In addition you will be required to assist Bendigo Health in providing a child safe environment by participating in any training or reporting required to ensure the protection of children in our care.

Registration with Professional Regulatory Body or relevant Professional Association For example, AHPRA, AHRI, RACS etc. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

Drivers Licence A current Victorian driver's licence is required for this position.

All Bendigo Health sites, workplaces and vehicles are smoke free. This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.