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| **Position Title:** | Mental Health Nurse | **Department:** | Counselling & Therapy Services |
| **Reports to:** | Clinical Services Practice Manager | **Supervises:** | No Staff |
| **Internal Liaisons:** | The mental health nurse is part of the broader integrated clinical services team at CatholicCare. The team consists of various allied health staff including; psychologists, social workers, speech pathologists, occupational therapists and counsellors. | **External Liaisons:** | The clinician may need to liaise and communicate with external stakeholders including a treating team such as GP’s, psychiatrists, psychologists and care coordinators. |

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| **Position Objective** | The role of the Mental Health Nurse is to provide clinical services to people with mild to severe mental health disorders. The Mental Health Nurse will work closely with a multidisciplinary team including general practitioners (GPs), psychiatrists and allied health staff to facilitate the provision of coordinated clinical care and treatment. The Mental Health Nurse will provide coordinated services to people with a range of mental health disorders, including undertaking assessments and ongoing care in accordance with best practice and clinical guidelines for the treatment of that disorder. The Mental Health Nurse will also provide general health checks for people and where required instigate a mental health treatment plan on behalf of a GP. Some aspects of the role may require adherence to the Australian Government Mental Health Nurse Incentive Program (MHNIP) guidelines. |
| **Key Responsibilities** | Professional Clinical Work   * Practice safely within their profession and their own scope of clinical practice * Ensure the delivery of a high standard of evidence-based care to clients, including appropriate clinical services across the mental health spectrum * Establish a therapeutic relationship with clients and their families that supports the monitoring and review of client’s mental health state and informs timely clinical review * Conduct comprehensive assessment, planning, implementation and evaluation of care in collaboration with the client and the multidisciplinary team to achieve health goals and outcomes * Provide general health checks and commence documentation of a mental health treatment plan on behalf of a GP * Deliver the agreed number of sessions at the times negotiated * Maintain timely, accurate and current clinical records ensuring documentation meets professional and legal standards * Ensure that service delivery complies with the appropriate policies and procedures and legislative requirements such as mandatory reporting * Conduct health promotion activities which enhance consumer health and wellbeing and encourage and empower consumers to participate in their own health care * Where applicable apply the guidelines and requirements of the MHNIP in the care of clients, including the appropriate use of clinical tools and scales * Maintain close links and report to the referring GP or psychiatrist in the development and review of client’s care and treatment goals.   Capability management, development and practice   * Receive regular evaluations from clients on their experience of clinical services received and use them to improve practice and achieve better outcomes * Stay contemporary in professional competency and skills through active participation in supervision, professional development and clinical review. * Maintain professional registration with AHPRA   Continuous Improvement   * Demonstrate commitment to the objectives of the team and show considerable drive and effort in achieving work and CatholicCare goals * Identify, develop and support and/or implement new initiatives, quality and continuous improvement activities as part of a continuous improvement process in own work, team and CatholicCare goals.   Policies, procedures and systems   * Adhere to and comply with CatholicCare’s policies, processes, and procedures, using appropriate systems when required * Model the organisations values, playing a role in raising the profile of these values and associated behaviours across the organisation including a positive contribution to work place harmony and displaying cooperative team behaviour * Proactively communicate, identify, report, assess WHS related risks and hazards within the organisation. * Timely and accurate completion of documentation, records and statistics is a key KPI. Client records should be completed within 24 hours of the contact. These are to be completed within the provisions of the Privacy Act. * Completion of support letter and reports may be required. * The Clinician will maintain professional communication and provide timely response to all stakeholders, including written updates to referrers in line with program policy.   Other   * Perform additional duties from time to time, as required by management. * The Clinician will participate and contribute towards team meetings as directed. This includes being on time and coming prepared to meetings. |

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| **Key Selection Criteria** | | | |
| **Qualifications /Certifications** | * Current nursing registration with the Australian Health Practitioner Regulation Authority (AHPRA) * Current credentialing as a mental health nurse with the Australian College of Mental Health Nurses (ACMHN), or eligibility to become credentialed. * Extensive experience in the provision of mental health care, including completion of mental health assessments, crisis management, general health checks, psycho-education and treatment interventions that use current evidence-based approaches * Experience working with people experiencing a range of mental health, substance use, and/or social challenges * Proven track record at working effectively in a multidisciplinary team. | | |
| **Experience & Knowledge** | * Understanding of the principles and issues relevant to coordinated, multidisciplinary team approaches in the provision of mental health services. * Exceptional interpersonal skills with the ability to work with a diverse range of people. * Ability to work both independently and collaboratively as a productive team member. * Excellent organisational and time management skills. * A broad understanding of the challenges and experiences of young people in Australia, including specific community factors * A detailed understanding of the requirements to establish a GP mental health treatment plan. * A broad understanding of the mental health service system in Australia. | Attributes | * Passionate about working with mental health clients and committed to their health and wellbeing. * High levels of professionalism, confidentiality and discretion. * Ability and commitment to continuous learning. * Strong work ethic. * Adaptability and flexibility to changing work environments and requirements. * Reliable and results focussed. |

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| **Employee Declaration** |
| I have read this document and agree to undertake the duties and responsibilities as list above.  I acknowledge that:   * This position description details the accountabilities of the role and provides an indication of the current duties and tasks that I may be required to undertake. Additional or other duties may from time to time be allocated in order to fully meet the responsibilities of the role, team and any organisational objectives. * The measures where included in this document are indicative and will be reviewed with me on an annual basis and that my performance will be evaluated against these measures. |

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| **Employee** |  |
| **Signature** |  |
| **Date** |  |