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| **Position Title & Level/Grade:** | Senior Mental Health Clinician (Psychologists, Social Workers and Mental Health endorsed Occupational therapists)  SFC Rates CatholicCare Enterprise Agreement | | **Department:** | | Allied Health Services | |
| **Reports to:** | Allied Health Services Manager | | **Supervises:** | | No staff | |
| **Internal Liaisons:** | The Senior Mental Health Clinician is part of the broader integrated allied health team at CatholicCare. The team consists of various professionals; psychologists, mental health nurses, social workers and Occupational Therapists. | | **External Liaisons:** | | The senior clinician may need to liaise and communicate with external stakeholders including a treating team such as GP’s, inpatient hospital staff and psychiatrists. | |
| **Position Objective** | The senior mental health clinician (senior clinician) role involves providing high quality clinical services to vulnerable and at times disadvantaged people within the community. Your duties include assessment, and evidence based treatment across the lifespan with a wide range of mental health presentations. The senior clinician will also provide supervision to other staff members in evidenced based treatment approaches.  The senior clinician is situated within one or more of the therapy programmes at CatholicCare (eg, Next Step or Better Access). You will work as part of a multidisciplinary team to provide the best possible treatment to address the client’s mental health needs. You will complete administrative tasks including maintaining clinical records, writing relevant reports, data entry, ensuring service agreements are followed and other associated tasks. Senior clinicians are expected to have the capacity to work independently and autonomously, with clinical oversight from the Manager. | | | | | |
| **Key Responsibilities** | **Provide a quality psychological intervention service**  Clinicians are responsible for providing appropriate treatments for clients seeking therapeutic intervention including:   * At the first session, you are required to inform the client of the limitations of confidentiality and our obligations under the Child Protection and Privacy Acts. Being a mandated person, you must adhere to any policy or legislation regarding this. * Conduct comprehensive assessments according to service processes/requirements and sector guidelines. Provide information regarding a more relevant service when inappropriate referrals are received. * Provide feedback and follow up to referring party. * Be prepared for all sessions, including resources required. * Use evidence-based interventions which are person centred and comply with various contract requirements. * As a senior clinician, at times you may be required to respond to critical incidents and provide onsite EAP counselling sessions. * Ensure sessions are provided in line with any professional and CatholicCare Code of Ethics and Conduct. * Work autonomously to manage your schedule, offering a minimum of 6 client sessions per working day, or equivalent of 6 billable hours per day. * Completion of outcome measurement tools * Provision of supervision to other staff * Deliver some services in the community, including within people’s homes, to support their transition out of hospital. Ensure safe outreach policies are followed.   **Administration**  Clinicians will be responsible for maintaining client records and data entry as per program policy and within policy timeframes including:   * 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. * A case note must be made for every interaction regarding the case, including any correspondence, e-mails and other documents. Case notes must be factual, relevant and adhere to any CatholicCare process or practice. * Completion of letters to professionals, support letters 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. * Assist the manager with program development quality assurance activities as required.   **Supervision and Professional Development**  Clinicians are supported to participate in supervision and ongoing professional development training including:   * Attend and organise professional supervision and training as appropriate and in accordance with the relevant policies and procedures. Supervision will be funded for at a pro-rata rate according to clinician work hours. * It is the staff members responsibility to manage their PD requirements including attending core training required by the agency and relevant contracts. * Policies in these areas are to be followed. * Maintain professional registration with the relevant body (eg, AHPRA) * Senior Clinicians will be required to carry a supervision caseload across the agency * Senior clinicians will work closely with the clinical lead to support new clinicians and may be called on to facilitate training sessions as appropriate (only in areas of expertise).   **Team Meetings**   * The Clinician will participate and contribute towards Allied Health Services team meetings as directed. This includes being on time and coming prepared to meetings. * The senior clinician may be required to chair meetings at times. | | | | | |
| **Key Selection Criteria** | | | | | | |
| * Full registration including one of the following; 1) Registration with APHRA as a psychologist, both generally registered psychologists and clinical psychologists; Provisional psychologists are eligible to work in certain programs 2) Social Workers eligible for AASW membership; certain programs require AASW accredited mental health Social Workers 3) a Better Access to Mental Health endorsed Occupational Therapist. * Demonstrated skills and experience working with children, adolescents, adults, couples and/or families. * Commitment to and proficiency delivering evidence-based practice. * Good verbal and written communication skills, and time management skills * 3-5 years clinical experience providing direct therapeutic support to clients * Trained in or willing to be trained in HI Intensity CBT, DBT and EMDR | | | | | | |
| **Experience & Knowledge** | | * Knowledge and understanding of the key issues facing individuals, couples and families who are experiencing a range of challenges including mental illness. * Understanding of psychological practices and evidence based interventions. * Experience of delivering evidenced based interventions * Experience working with vulnerable and marginalised people. * Understanding of person centred principles. * Training and experience in providing supervision * Mandatory reporting skills * Knowledge of related standards, laws, legislation, awards regulations and codes. * Knowledge of EEO, Work, Health & Safety and Privacy and Confidentiality policies and legislation. * Understanding of Quality Assurance Standards, protocols and implementation. * A minimum 3 years experience in the sector. | | **Attributes** | | * Evaluating and monitoring own performance. * Having knowledge and confidence in own ideas and vision. * Articulating own ideas and vision. * Taking responsibility. * Anility to work autonomously with minimal supervision. * Working ethically. * Being punctual and meeting deadlines. * Empathetic. * Emotional Intelligence. * Enthusiastic and positive. * Ability to work under pressure. * Demonstrating resilience. * Commitment to Social Equity. * Sense of humour. |
| **Employee Declaration** | | | | | | |
| I have read this document and agree to undertake the duties and responsibilities as listed 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** |  |