

Position Description

Position Title	Senior Clinical Advisor
Location	headspace Orange
Reports to	Centre Manager
Hours	As per Employment Contract
Conditions of Employment:	<ul style="list-style-type: none"> • Western NSW Medicare Local Enterprise Agreement 2013 • Marathon Health Policies and Procedures • Police Check • Position Description • Working with Children Check • Letter of Offer
Incumbent	Vacant
Contract Period:	30 June 2021

Purpose of the Role:

The headspace Senior Clinical Advisor will work under the direction of the Centre Manager, headspace Orange and the headspace Practice Lead, to provide relevant services to young people accessing the service.

A headspace Senior Clinical Advisor will lead the clinical team of Youth Care Coordinator's (YCC's) and facilitate excellence in integrated holistic health care, with the goal of improving outcomes for clients, the service, relevant stakeholders and the wider community.

Position Responsibilities:

Service Delivery

- Undertake a range of assessments of young people as appropriate.
- Work collaboratively with the young person to develop individual recovery plans and/or service plans that are person-centred and feedback lead.
- Facilitate intake & case conference meetings with internal and external service providers to ensure a positive and collaborative approach to assisting the young person.
- Design treatment plans and relevant interventions as identified, and assist the young person to drive their own recovery plan as much as possible.
- Coordinate supports with other internal and external service providers, including General Practitioners and other medical professionals, Government Departments and services, Non-Government Organisations, and schools.
- Write professional reports as appropriate and maintain progress notes on an ongoing basis using electronic databases.
- May be involved in the initiation and formulation of projects specific to needs of the local area, ensuring a best practice approach.

Professional Responsibilities and Development

- Provide supervision, support, guidance, and mentoring of students and Youth Care Coordinator's Modelling high standards/
- Engage in professional development activities to keep abreast of contemporary knowledge and skills as relevant to mental health services for young people.
- Ensure compliance with all directions from Australian Health Practitioner Regulation Agency (AHPRA) and other governing bodies and organisations as relevant to the SYCC's professional discipline (e.g. AASW, APS, Occupational Therapy Australia, etc.).
- Maintain unrestricted current registration with AHPRA, and comply with directions in relation to ongoing professional development.
- Ensure compliance with rules and regulations from Medicare in relation to billing, ongoing professional development, and reporting requirements if holder of Medicare provider number.
- Participate in Marathon Health and headspace team meetings, planning activities and organisation-wide quality assurance activities, taking a lead role as required.
- Represent Marathon Health and headspace at events, conferences and seminars.
- Support operation and communication between private practitioners, clinical and administration staff.
- Work collaboratively with staff from consortium partner organisations to ensure the integrity of the headspace model and the delivery of best-practice support to young people.

Governance

- Assist in preparing reports to funders using relevant headspace data systems.
- Actively assist in progressing the growth and development of the service, in line with the Strategic Plan and client demand.
- Provide regular reports to the Centre Manager, headspace on service delivery and other key initiatives.
- Ensure compliance with headspace data requirements (e.g. Minimum Data Set).
- Engage in internal and external audits of service delivery as directed.
- Ensure compliance with timeframes and directions, and proactively manage workload and work duties.
- Assist with continuous quality improvement activities within the Marathon Health and headspace quality assurance frameworks.
- Respond to any complaints in line with the Marathon Health Grievance and Dispute Resolution Policy.

Workplace Health & Safety (WHS)

- Will be expected to make decisions including managing risk situations in accordance with the Marathon Health risk management framework.
- Assist to ensure a safe workspace and safe working practices by attending orientation and refresher training in relation to WHS policies and procedures, assist with regular safety audits; ensure all incidents/accidents are recorded in line with policies.
- Comply with all legal, professional, financial, and employment obligations and comply with Marathon Health policies and procedure.

Our Values

Staff are expected to demonstrate our **ICARE** values:

- I**ntegrity and Loyalty – be real
- C**ollaboration and Creativity – make connections
- A**chievement and Pride – be proud
- R**espect – demonstrate equality
- E**mpathy – open compassion

Special Job Requirements

1. Screening including criminal history, working with children check, qualifications, and professional registration may be undertaken prior to commencing employment.
2. Eligibility to work in Australia.
3. Valid Driver Licence.

Note:

This position description is not a duty statement; it is only intended to provide an outline of the key responsibilities of the position. Employees are expected to carry out any duties, within the scope of their ability, that are necessary to fulfill the position objectives.

It is expected that this position description will change over time due to the nature of Marathon Health activities. A flexible attitude to change is expected of staff. Any proposed changes will be discussed with you

I, the undersigned, agree to be employed under the terms and conditions as detailed in this position description.

Signed _____ Date _____

Selection Criteria

Essential

- Possession of tertiary qualifications in Psychology, Social Work, Nursing, Occupational Therapy or other allied health discipline recognised by the tertiary mental health services sector, and eligibility for membership of an appropriate professional body.
- Have a minimum of 2 years clinical experience and have (or be eligible to receive) National or State registration.
- Able to demonstrate an in-depth knowledge of recovery focused practice, specific to the youth population.
- Have a clear understanding and/or knowledge of the concept and impact of mental health issues in the community.
- The capacity for self-reflective practice and the willingness to undertake supervision.
- Able to demonstrate the importance of, and have a clear and strong understanding of, the value of team work.
- Have excellent interpersonal and communication skills and an ability to impart knowledge in a learning environment.
- Able to demonstrate a flexible approach to service delivery.
- Have a high degree of computer literacy, including demonstrated experience with report writing and electronic client information management systems.
- A current driver's license.

Desirable

- Understanding of the Australian health care system, key issues in primary health care, the mental health service system, including the range of professionals that work within, or come into contact with, the mental health sector.
- Knowledge and understanding of relevant legislation, policies and strategic directions of mental health services for young people experiencing (or at risk of) a serious mental health issue.
- Knowledge of local youth / health sectors.
- Post-graduate qualifications in an allied health discipline and/or human service.
- Experience in private practice settings.