

**POSITION DESCRIPTION**

**Organisational Vision**:

South Canterbury District Health Board (SCDHB) is committed *“to enhance the health and independence of the people of South Canterbury”*

**Organisational Values:** **I CARE**

* **I**ntegrity
* **C**ollaboration
* **A**ccountability
* **R**espect
* **E**xcellence

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| **Position:** Adult Addictions Case Manager |
| **Department:** Mental Health Addictions Service |
| **Report to:** Clinical Nurse Co-ordinator - Mental Health & Addictions Service |
| **Hours:** As per appointment letter |

# **Purpose Statement**

The Mental Health & Addictions Team aim is to reduce the negative consequences of Alcohol and Drug use by working in a collaborative partnership, with tangata whaiora and their whanau, through the utilisation of person-centred approaches to triage, comprehensive assessment and treatment.

We provide a service that recognises and respects individual needs enabling people to make informed choices regarding the range of treatment options available, by providing confidential support, information, liaison, advocacy and referral.

# **Nature and Scope**

# The “Case Manager” works alongside tangata whaiora to assist them in achieving their goals based on their individual needs. This is achieved by using mental health and addiction knowledge to identify options of treatment available to tangata whaiora (and deliver as appropriate) as supported by a multi-disciplinary team.

# The Case Manager will also provide a consultation and support service to internal and external health professionals working with consumers, experiencing mental health and/or alcohol and other drug problems.

**PERSON SPECIFICATIONS**

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| * NZ Registered Nurse, Social Worker, Occupational Therapist or Enrolled Nurse, DAPAANZ registered * Experience in delivering evidence-based practice * A current practice certificate * Post graduate qualification in field of interest/ or interested in pursuing further mental   health & addiction training   * Relevance to scope of practice * A strong commitment to working within the strengths focus recovery approach to case management and demonstrates knowledge and understanding regarding how to incorporate this practice into the delivery of care. * Has appropriate clinical experience (specific to the level of competency required) i.e. relevant psychiatric/mental health experience and or alcohol and drug experience/interest. * Skills that demonstrate a clear focus, is motivated and adaptable in approach to professional practice * Strong communication skills, an understanding of team dynamics and collaboration required to facilitate delivery of a safe and effective service * Effective planning and prioritisation with the ability to perform effectively under   pressure   * A working knowledge of the relevant legislation and guidelines that govern professional practice both general and speciality focused * A personal commitment to professional development and continuous quality improvement |

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| **Cultural considerations**:  Consider the cultural needs and values of all tangata whaiora throughout the treatment process |
| **Well-being:**  Take a well-being perspective by considering problems as barriers to well-being and seeing a state of positive well-being as the key outcome variable rather than the absence of dysfunction |
| **Engagement:**  Actively incorporate strategies to increase and maintain engagement with the clinical case manager, the management plan and the service |
| **Motivation:**  Actively incorporate strategies to enhance motivation, including, but not limited to, CEP-adapted motivational interviewing techniques |
| **Assessment:**  Screen all tangata whaiora presenting in mental health and alcohol and drug services for CEP, and if they screen positive, undertake a comprehensive assessment that gives equal weight to diagnoses, individualised problems and an integrated aetiological or causal formulation  **Management:**  Use clinical case management to deliver and coordinate multiple interventions appropriate to the phase of treatment  **Integrated care:**  Integrate care by placing the needs of tangata whaiora first, and deliver care driven by the integrated formulation in a single setting and ensure close linkages between all services and workers involved |
| **Involving Families:**  Ensure that the education and support needs of the family/whanau are considered and goals set as required to maximize recovery opportunities for all |
| **Interpersonal Relationships**  Demonstrate hope inducing behaviors to ensure effective collaborative relationships are developed between the person and the family/whanau to maximize outcomes for the individual |
| **Quality Improvement**  Demonstrate a positive personal commitment and actively contribute to the implementation, culture and ongoing maintenance of continuous quality improvement processes in their area |
| **Health & Safety**  Understand and apply the principles of Health & Safety and Risk Management to recognise and respond pro-actively to potential risk within the area |
| **Performance**  Demonstrate active preparation and participation in own performance appraisal  Act on recommendations arising from performance management, enlisting support of appropriate personnel where appropriate  Regularly attend Administrative Supervision |
| **Personal and Professional Development**  Maintain and enhance their ongoing knowledge regarding the area of practice  Maintain a high level of personal motivation for work despite problems, changes, or daily work demands |
| **Legislation and Organizational Knowledge**  Ensure compliance with New Zealand statutory laws  Comply with organizational and service specific rules, code of conduct, policies, protocols and procedures including documentation  Understand and apply the following legislation (and subsequent amendments):   * Privacy Act * Health and Disability Commissioners Act * Health & Safety in Employment Act * Health Practitioners Competency Assurance Act * MOH Regulations * Understand and apply the   + Treaty of Waitangi Principles   + Hospital Regulations / House Rules   + Philosophy of SCDHB   + Mental Health Act 1993   + Substance Addiction Compulsory Assessment and Treatment Act |

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Name & Designation Signature Date

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Name & Designation Signature Date