

**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:** **Primary Mental Health Clinician** | |
| **REPORTS TO: Clinical Implementation Lead, Integrated Primary Mental Health and Addiction Services** | |
| **HOURS: Monday to Friday between 8.00am – 5pm, days of work to be negotiated but must include attending the team meeting on the nominated morning)** | |
| **PURPOSE:**  The Primary Mental Health Clinician is a key member of the Mental Health Brief Intervention Service within Health New Zealand Primary Mental Health and Addiction Service - South Canterbury.  PURPOSE DESCRIPTION  To provide a short-term service for adults, who are referred by their General Practitioner / Nurse Practitioner / Practice Nurse, NGO or other Mental Health Service, with mild to moderate mental health issues. Initial assessment will be required to determine a treatment plan in conjunction with the person referred. Interventions are to be focused, specific and short term. Referrals are to be made to the community agencies as appropriate. | |
| **AREAS OF RESPONSIBLITY:** | |
| * Mental Health Brief Intervention Service | |
| **MAIN OBJECTIVES** | The objectives of the Primary Mental Health Clinician are to provide the following:   * Assist in gathering information for General Practitioners around issues affecting mental health and psychosocial factors that would assist in treatment. * To work alongside General Practitioners to provide short term intervention for people with identified mild to moderate mental illness * To assess the needs of the person and provide short term treatment or to link in with the appropriate resources * To act as a resource person for people and General Practitioners to gain knowledge about and establish contact with community agencies and support services * Treatment may include problem solving, goal setting, psychosocial interventions, stress management and education around illness, reducing substance abuse, and prevention. * If the person is assessed as having a mental health problem outside of the scope of the Mental Health Brief Intervention Service, they will be referred to the appropriate services in a timely manner. |

|  | **KEY ACCOUNTABILITIES** |
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| **Communication** | * Maintenance of effective interpersonal relationships with the person, the MHBIS team, GPs, agencies and all those involved in the care and treatment of the person * Encourage and support all members of the team * Clear and concise notes that comply with best practice are entered within the required platform, recording all client related information. |
| **Administration/General** | * Have an in depth understanding and ability to implement a range of treatment modalities * Familiarity with and active involvement in service planning/development initiatives * Familiarity with established performance & outcome reporting * Timely and complete maintenance of service and administrative records and documentation * Provide feedback to the General practitioner on the person’s discharge/ as governed by the service framework |
| **Quality improvement and audit activity** | * Demonstrate willingness and involvement in quality activities to achieve service and Health NZ South Canterbury objectives in an innovative manner. * Contribute to the team environment in which objectives and plans can be achieved and performance enhanced * Take all opportunities to obtain new skills and competencies which will enhance delivery of care * Take responsibility for making things happen. * With a sound understanding of the quality management framework participate in the quality activity monitoring, implementation and evaluation |
| **Health and Safety**  **Risk Management** | * Demonstrate ability to assess any potential or actual risk and safety issues of individuals within their family/whanau context * Development of a risk management plan based on support & protective factors is an integrated aspect of practice - this includes communicating with the General Practitioner/ Mental Health Services if required * Familiarity with and active involvement in identification and management of Health and Safety issues/environment * Implement the health and safety policies and procedures of the organisation, guides and related systems to ensure alignment with Health & Safety & Work Act 2015 and associated regulations. * It is expected that you will use Safety First to report all accidents or near misses and inform your manager of any potential hazards. * Create a culture of risk management around safety |
| **PROFESSIONAL COMPETENCIES** | * Maintain own professional requirements (as appropriate) as directed by the relevant legislation. * Role model clinical practice excellence. |
| **TREATY OF WAITANGI**  **TE TIRITI O WAITANGI** | * Demonstrates and operationalises the principles of partnership, participation and protection in everyday work * Ensure service provision accounts for the cultural needs of clients & family/whanau as appropriate * Demonstrates a commitment to improving Māori health equity |
| **SUCCESS**  **FACTORS** | * Success Factors for the role include: * Ability to motivate, inspire, engage and participate in the team to contribute to effective client centred care * Collaboration with other internal services which input into client care * Fosters integration across the team, the wider mental health service and other internal and external services * People enrolled in primary care are able to have improved access to mental health and addiction support * Delivery of services in a safe and sustainable manner |

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| **KEY WORKING RELATIONSHIPS**  **INTERNALLY:**   * Clinical Implementation Lead, Integrated Primary Mental Health and Addiction Services * General Practitioners, Nurse Practitioners, Practice Nurses and other practice staff * Primary Health Service Delivery Manager * Mental Health and Addiction Services Manager * Primary Care Medical Officer * Clinical Director * Māori Health Director * Organisational Capability & Safety * Chief Allied Health, Scientific and Technical * Chief Nurse * Chief Midwife * Medical Officers * Health & Safety * Mental Health and Addiction Service Consumer & whānau Facilitators   **EXTERNALLY:**   * Families/whanau of clients * Iwi, Māori communities and providers * Pacific communities and providers * Partners in care of patients, including NGO’s, Pharmacists and statutory authorities * Secondary Mental Health and Addiction Services staff * Psychiatrists * Community groups and organisations * Health service providers across South Canterbury * Ministry of Health * Government agencies * Other Health New Zealand / Te whatu Ora entities * Office of the Health & Disability Commissioner * Office of the Privacy Commissioner |
| **PROFESSIONAL & LEGISLATIVE STANDARDS:**  The Primary Mental Health Clinician will:   * Comply with organisation-wide and service specific rules, codes of conduct, policies, protocols and procedures including safe rostering practice and Employment Contract compliance. |
| **PERSON SPECIFICATION**  **EXPERIENCE:**  **Essential Criteria**  Be professionally registered in NZ as a Registered Nurse, Registered Social Worker or Registered Occupational Therapist as per legislative requirements relevant to your profession and hold a current Annual Practicing Certificate.   * Commitment to and enthusiasm for your profession.   **Experience/knowledge**   * 2 years’ experience as a health professional in Mental Health focused services * Ideally post graduate mental health focused qualifications * Have a proven track record of being able to manage time effectively by adopting a disciplined approach to establishing and following priorities of work.   **SKILLS AND ABILITIES:**   * Integrity and high personal and professional standards, with a commitment to and enthusiasm for your profession. * Strong co-ordination and administrative skills * Role model contemporary clinical practice * Good organisational skills with the ability to follow a task through to completion * Commitment & effective use of supervision * Excellent communication skills * Able to work effectively independently and as part of a multidisciplinary team * Adaptable and flexible in the work environment with the ability to think laterally * Sound problem solving skills. * Positive attitude with a realistic outlook * Energetic and motivated, demonstrating flare and initiative * Open to change and willing to adopt and initiate change within the overall development of services to better meet the needs of those we serve. * Respect for others and the promotion of mutual trust * Sense of humour |

**The intent of this position description is to provide a representative summary of the major duties and responsibilities.**

**Agreed by:**

---------------------------------------------------- (Job holder’s signature)

----------------------------------------------------- (Employer’s signature) -------------------- Date

Date Reviewed: Reviewed by: Next Review: