

**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 DESCRIPTIONTo 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
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| **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.
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|  | **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.
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| **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
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| **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
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| **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
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| **PROFESSIONAL COMPETENCIES** | * Maintain own professional requirements (as appropriate) as directed by the relevant legislation.
* Role model clinical practice excellence.
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| **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
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| **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
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| **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.
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| **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
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**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: