Employee Position Description

Position Details		
Position Title: Psychologist – Child & Family Service	**Department:** Child and Family Service	**Agreement:** PSYCHOLOGISTS, DIETITIANS, AUDIOLOGISTS AND PHARMACISTS (VICTORIAN STAND-ALONE COMMUNITY HEALTH SERVICES) ENTERPRISE AGREEMENT 2023-2026
Reports To: Manager: Child & Family Service	**Location:** Doncaster	
Direct Reports: Nil	**Employment Status:** Permanent Part Time, 0.6 EFT	**Classification:** Grade 2 (year level depending on experience)

Position Primary Purpose

We aim to provide an efficient, high quality, evidence-based, paediatric psychology service to eligible children and their families as part of an Access Health and Community integrated Child and Family Services system.

The position encompasses promotion of health and wellbeing across the spectrum from prevention and early intervention through to a range of treatments for various conditions. The role is expected to foster an environment that reflects our consumer focus of client centred care. All staff at Access HC work within the social model of health.

This position will work with children and families funded under Community Health, HACC and NDIS (and other funding sources as available).

Decisions made independent of Manager	Internal
• Client management specific to psychology	• Senior Manager Child and Family Services • Managers and Seniors Child and Family Services • Allied Health Clinicians in the Child and Family Team • CFT Support Staff – Administration, AHA's, other • Child and Family Intake team staff • Customer Service team **External** • Maternal Child Health Nurses • Preschool Field Officers • GPs and Paediatricians • Clients and families • NDIS partners • NDIA • DHHS • Education providers • LGA • ECIA • AHPRA • Professional Associations • Peer Support Networks • Primary Health Care providers • Private practitioners

Key Accountabilities	
Focus Areas	**Responsibilities**
Service Delivery & Development .	**Provision of center-based, telehealth and outreach services & programs** ○ Operate a paediatric psychology service within multi and transdisciplinary teams to ensure the delivery of center-based and outreach services to all eligible clients ○ Assess, plan and provide interventions for a caseload of pre-school and school aged children ○ Initiate, plan, implement and evaluate group therapy programs for children as appropriate ○ Participate in client care meetings and department meetings for the purposes of team care planning, case conferencing and client review ○ In collaboration with other AccessHC Child & Family service staff and management, review the content of individual & group programs and make service changes based on the outcome of these reviews **Provision of family-centered and strength-based service** ○ Work with the child and their family as equal and active partners to ensure family centered practice ○ Set goals and service delivery plans that are based on the family's priorities and choices ○ Build on the family's strengths and develop the family's resources to facilitate meaningful outcomes for the child and family ○ Deliver services that are sensitive and respectful of the family's cultural, language and social background **Promotion of child development through a child's natural environment** ○ Work with the child and their family through play and routines to ensure meaningful outcomes ○ Deliver services in the home, community and education settings to ensure functional outcomes ○ Facilitate inclusion and meaningful participation in home and community life, providing supports as needed **Collaboration with the child's team**

Key Accountabilities	
Focus Areas	**Responsibilities**
	○ Work together with the family, members of the Access HC Child & Family Services Team, early childhood practitioners and other caregivers as a team around the child to ensure a coordinated service approach ○ Liaise with referral agencies to ensure continuity of care **Provision of capacity building service** ○ Build the skills and knowledge of the people who spend most time with the child to deliver a greater impact on the child's learning and development. ○ Develop and foster professional relationships with other providers and agencies in the community to ensure that effective referrals and sustainable self- management opportunities for clients are offered. **Provision of evidenced-based and outcome-based services** ○ Base intervention on sound clinical evidence and research to ensure effective and accountable practice. ○ Focus on what the family wants for their child and family, using professional knowledge and expertise to deliver the best outcomes for the child
Maintenance of appropriate documentation	○ Maintain progress notes to ensure documentation of services provided ○ Record and maintain child and family goals, including strategies, time frames and who will be involved to work on the goals ○ Provide written reports and assessments required to meet the service goals agreed with the family
Participation in the development of the Child and Family Services Program to achieve Access Health and Community's Vision for Excellence	○ Be an active participant in the ongoing development of the Child and Family team plan. ○ Ensure up-to-date sector knowledge including NDIS, DET and other Community Health Services.

Key Accountabilities	
Focus Areas	**Responsibilities**
Professional Development & Other	○ Actively participate in relevant continuing professional development as required for maintenance of registration and role ○ Develop and maintain Scope of Practice and Competency requirements for your role ○ Actively participate in case conferences, reflective practice and supervision to maintain high quality professional skills. ○ Provide clinical education to allied health students and actively participate in workforce development.
AccessHC Values	○ Through actions and behaviour, demonstrate AccessHC Values of; Equity, Collaboration, Integrity, Accountability, Innovation and Excellence.
Governance and Compliance	○ Act in accordance with AccessHC's policies, procedures and code of conduct. ○ Maintain updated and valid credentials in accordance with relevant legislation and industry requirements where applicable to the position. ○ Participate in mandatory training requirements to support the delivery of a safe and effective service.
Workplace Health and Safety	○ Act in accordance with health and safety policies and procedures at all times. ○ All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

Selection Criteria	
Mandatory selection criteria items • Police Check • International Police Check if required • Working with Children Check • NDIS Worker Screen • Professional Registration • Driver's Licence **Key selection criteria items** • Tertiary qualification in psychology • Minimum of 3 years' experience in a paediatric psychology setting • Demonstrate knowledge of typical and atypical childhood development in order to understand the child's developmental delay or disability. • Demonstrate skills in psychology assessment and intervention, based on current evidenced-based practice to ensure positive outcomes for the child and family. • Ability to work both independently and as part of a team • Experience in planning and delivering group therapy programs • Proficiency in Microsoft Office and relevant software applications	**Attributes we value** • Strong communication and interpersonal skills • Demonstrated ability to relate to people from a diverse range of social, cultural and ethnics backgrounds • Commitment to continuous quality improvement and health promotion principles • Effective time management and prioritisation skills • Well-developed presentation and report writing skills • High level of accuracy and attention to detail • High level of cultural sensitivity and awareness • Strong analytical and problem-solving skills • Demonstrated ability to work in a team environment • Demonstrated behaviours consistent with AccessHC values

Access Health and Community is an equal opportunity employer committed to providing an inclusive working environment that embraces and values all people, regardless of cultural background, age, gender identity, sexuality or lived and living experience.

We strongly encourage applications from Aboriginal and Torres Strait Islander peoples, people from culturally diverse backgrounds, people with disability, people of all genders and sexualities, and people with lived and living experience.

We recognise the strength, resilience and ongoing contributions of First Nations peoples and are committed to advancing reconciliation through our employment, service delivery and organisational practices.

All compliance requirements will be assessed on a case-by-case basis, and a criminal history does not automatically exclude an applicant from employment. All applications will be treated confidentially.

Authorisations	
Employee Name: **Signature: _____** **Date: / /**	**Manager Name: Alysha Mooney** **Signature: _____** **Date: / /**