



Employee Position Description

Position Details		
Position Title: headspace Senior Clinician	Department: Mental Health and AOD	Agreement: Victorian Community Health Sector Enterprise Agreement 2018-2022 OR Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement
Reports To: Manager, headspace	Location: headspace Hawthorn	
Direct Reports: NIL	Employment Status: Full-time permanent	Classification: Psychologist Grade 3, Grade 1 Or Social and Community Services SW Class IV, Level 6 (years based on experience)
Position Primary Purpose		
<p>The primary role of the headspace Senior Clinician is to provide clinical leadership and supervision to a team of clinicians and support workers providing assessment, treatment and support to young people aged 12-25 years and their family/friends at headspace Hawthorn. The role also includes a small clinical case load and will play a key role in clinical review, allocation and clinical risk management in the Centre.</p> <p>With the support of the headspace Manager, the Senior Clinician will ensure that evidence-based clinical practice standards are met and that young people referred to headspace Malvern receive a high quality service which considers their developmental, clinical, social, family and other needs. The Senior Clinician will work closely with Intake and Brief Intervention Clinicians, Mental Health Clinicians, Family Therapist, Peer Support Workers, Community Engagement Worker, GPs, and the headspace Manager, as well as external and co-located services.</p> <p>Services may be delivered in person or via telehealth. This role may also involve some after hours and off-site work.</p>		

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. AccessHC employees will therefore be expected to comply with manager's directions when and as required, which may include completion of duties not listed in this document.

Version No: 1	Last Updated 1/6/22	Author: Karen Vogel	Approved By: T. Short	Page 1 of 7
---------------	---------------------	---------------------	-----------------------	-------------

Decision Making Authority	Key Relationships
<p>Decisions made independent of Manager</p> <ul style="list-style-type: none"> As per AccessHC delegation of authority 	<p>Internal</p> <ul style="list-style-type: none"> Immediate team members at headspace including mental health clinicians, peer support workers, intake and brief intervention clinicians, reception, GPs, community engagement workers, senior clinicians, management and in-kind service providers Mental Health, Alcohol and Other Drug and headspace Hawthorn services <p>External</p> <ul style="list-style-type: none"> Families and friends headspace Hawthorn & Malvern Consortium partners headspace National Community agencies, schools/universities, Child Protection, youth services and other relevant agencies GPs and other health professionals Tertiary mental health services Local headspace services including headspace Syndal, headspace Malvern, headspace Elsternwick and headspace Bentleigh

Key Accountabilities	
Focus Areas	Responsibilities
<p>Clinical Supervision & Clinical Leadership</p>	<ul style="list-style-type: none"> Provide individual and group-based clinical supervision to all clinical staff at headspace Hawthorn, including mental health clinicians, peer support workers, family therapists and intake and brief intervention clinicians Provide clinical/field supervision and support to placement students to support workforce development Support clinical staff to undertake assessment, develop and review care plans, and deliver evidence-informed treatment to young people and families Provide clinical support and secondary consultation to staff, in-kind service providers and private practitioners

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. AccessHC employees will therefore be expected to comply with manager's directions when and as required, which may include completion of duties not listed in this document.

Key Accountabilities	
Focus Areas	Responsibilities
	<p>working from headspace Hawthorn</p> <ul style="list-style-type: none"> • Assess, monitor and respond to clinical risk, including developing and implementing safety plans with young people/families • Support the Senior Intake Clinician to oversee the intake and duty function ensuring timely response to enquiries, new referrals and bookings • Provide clinical leadership to the team and chair relevant clinical meetings, including group supervision and case review meetings • Support clinicians to engage in person-centred treatment and work from a shared care model (engaging with GPs, health professionals and families) • Support the headspace Manager to ensure that headspace Hawthorn delivers quality services that meet quality and accreditation standards (including hMIF-headspace Model Integrity Framework) and align with the AccessHC Clinical Governance Framework
Direct Service Delivery: Evidence Informed Interventions	<ul style="list-style-type: none"> • Provide evidence-informed psychological interventions to young people aged 12-25 years seeking mental health support, in line with early intervention and headspace practice principles • Undertake assessment of young person's needs and develop and review a care plan • Liaise with GPs to review Mental Health Care/Treatment Plans as per Medicare requirements • In line with the EMHSCA (Eastern Mental Health Service Coordination Alliance) Share Care Protocol, ensure that young people are able to participate in collaborative shared care, which includes (but not limited to): participation in care team meetings, development of collaborative care plans, sharing information with care team members and involving their family/friends in their care plan where appropriate • Provide a 'no wrong door' response to all young people presenting at headspace Hawthorn for support, including (but not limited to) working in a dual-diagnosis framework and effectively screening and responding to young people with mental health, alcohol and other drug and other co-occurring issues • Assess, monitor and manage clinical risk in a proactive manner • Deliver individual or group therapy and case management following evidence informed practice principles to a small caseload of young people • Facilitation of groups and information sessions to the community as required
Networking, Liaison and Partnerships	<ul style="list-style-type: none"> • Actively participate and work cooperatively within the multidisciplinary team, collaborative partner organisations and with clients, referrers and other stakeholders • Develop and maintain appropriate networks and resources to enable the referral of young people to broader community services • Provide secondary consultation and information sessions to the community as required

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. AccessHC employees will therefore be expected to comply with manager's directions when and as required, which may include completion of duties not listed in this document.

Key Accountabilities	
Focus Areas	Responsibilities
	<ul style="list-style-type: none"> • Encourage links, participation and on-going involvement between young people and their extended networks • Work within a family-inclusive, systemic framework including providing psychoeducation to support systems/families so the young person can be supported in their environment • Represent headspace Hawthorn and AccessHC on relevant networks and committees as required in a professional and respectful manner • Support the headspace Manager to ensure integration between headspace Malvern, headspace Hawthorn and other mental health and AOD services at Access Health and Community
Family Inclusive Practice	<ul style="list-style-type: none"> • Support young people and families/friends to provide feedback about the service
Quality, Reporting and Clinical Governance	<ul style="list-style-type: none"> • Participate in regular clinical and operational (line management) supervision as directed by the Manager • Participate and/or facilitate team meetings, intake and case review meetings • Develop practice knowledge and expertise through active learning within the team, and by engaging in professional and service development activities, as outlined in the Individual Workplan and negotiated with the Manager • Ensure clinical files are maintained to a high standard to facilitate good clinical management and accountability, and support other staff to maintain excellent clinical documentation • Ensure all occasions of service, clinical outcomes and other reporting requirements are documented within required timeframes to a high standard • Comply with data collection standards, including use of HAPI • Participate in quality and service improvement activities to continually improve care, including service accreditation and the headspace Model Integrity Framework (hMIF) audits
AccessHC Values	<ul style="list-style-type: none"> • Through actions and behaviour, demonstrate AccessHC Values of: <ul style="list-style-type: none"> – Equity – Collaboration – Respect – Innovation – Quality
Governance and Compliance	<ul style="list-style-type: none"> • Act in accordance with AccessHC’s policies, procedures and code of conduct, including the Child Safety Code of Conduct and the MARAM Family Violence framework • Deliver services in accordance with the headspace National framework (hMIF) and the headspace Clinical Practice Manual

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. AccessHC employees will therefore be expected to comply with manager’s directions when and as required, which may include completion of duties not listed in this document.

Key Accountabilities	
Focus Areas	Responsibilities
	<ul style="list-style-type: none"> • Maintain updated and valid credentials in accordance with relevant legislation, professional body, registration and industry requirements as applicable to the position. • Participate in mandatory training requirements to support the delivery of a safe and effective services • Other relevant duties as negotiated with management
Workplace Health and Safety	<ul style="list-style-type: none"> • 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.

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. AccessHC employees will therefore be expected to comply with manager's directions when and as required, which may include completion of duties not listed in this document.

Version No: 1	Last Updated 1/6/22	Author: Karen Vogel	Approved By: T. Short	Page 5 of 7
---------------	---------------------	---------------------	-----------------------	-------------

Selection Criteria	
<p>Standard selection criteria items</p> <ul style="list-style-type: none"> • Police Check - Mandatory • International Police Check (if worked overseas in the last 10 years) • Working With Children Check - Mandatory • NDIS Worker Screening Check – Mandatory • COVID-19 Vaccination Certificate - Mandatory • Medicare Provider Number - Desirable • Driver's Licence - Desirable <p>Qualifications, registrations and experience</p> <ul style="list-style-type: none"> • Tertiary qualifications in psychology, social work, family therapy, alcohol and other drugs, nursing or related field • Professional registration with AHPRA or the AASW as a Psychologist or Social Worker • Demonstrated experience in working with families and young people in mental health/AOD settings for a minimum of 5 years • Demonstrated high level of skill in clinical risk assessment and management, including assessing for risk of suicide, self-harm and other risk domains • Recognised qualifications/training and demonstrated experience in the provision of clinical supervision • Registered with AHPRA as a Board-Approved Clinical Supervisor - Desirable 	<p>Key skills and attributes</p> <ul style="list-style-type: none"> • Strong communication and interpersonal skills • Demonstrated ability to work creatively and respectfully with people from a diverse range of social, cultural and ethnic backgrounds, including Aboriginal and Torres Strait Islanders, people from a culturally and linguistically diverse background and the LGBTQIA+ community • Commitment to continuous quality improvement and health promotion principles • Effective time management and prioritisation skills • Strong analytical and problem solving skills • Demonstrated ability to work in a team environment • Demonstrated behaviours consistent with AccessHC values
<p><i>AccessHC is a Child Safe Organisation.</i></p> <p><i>AccessHC actively supports an inclusive culture and celebrates its diversity. We encourage applications from people with disabilities, diverse genders and sexualities, Aboriginal peoples and people from a culturally and/or linguistically diverse background.</i></p>	

Authorisations	
<p>Employee Name:</p> <p>Signature: _____</p> <p>Date: / /</p>	<p>Manager Name:</p> <p>Signature: _____</p> <p>Date: / /</p>

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. AccessHC employees will therefore be expected to comply with manager's directions when and as required, which may include completion of duties not listed in this document.

Version No: 1	Last Updated 1/6/22	Author: Karen Vogel	Approved By: T. Short	Page 6 of 7
---------------	---------------------	---------------------	-----------------------	-------------

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. AccessHC employees will therefore be expected to comply with manager's directions when and as required, which may include completion of duties not listed in this document.

Version No: 1

Last Updated 1/6/22

Author: Karen Vogel

Approved By: T. Short

Page 7 of 7