

Position Description

Position Title	Mental Health Lead Clinician
Division	Clinical Operations
Department	ECAT, Triage, CAT (includes PACER) and APARC
Enterprise Agreement	Victorian Public Mental Health Services Enterprise Agreement 2021-2024
Classification Description	Registered Nurse Gr3, Social Worker Gr2, Occupational Therapist Gr2
Classification Code	NP81 – NP74, YC42 – YC45, YB20 – YB23
Reports to	Manager ETP
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement
Mandatory Requirements	<ul style="list-style-type: none"> • National Police Record Check • Working with Children Check • Registration with Professional Regulatory Body or relevant Professional Association • Drivers Licence • Immunisation Requirements

Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: [Bendigo Health Website - About Bendigo Health](#)

Our organisation is a child safe organisation, committed to the safety and wellbeing of all children and young people. All Aboriginal and Torres Strait Islander adults, children and families will be supported to express and be proud of their culture in an environment that is culturally safe and supported.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community,

PASSIONATE – We are passionate about doing our best,

TRUSTWORTHY - We are open, honest and respectful

The Position

In the context of an integrated community mental health team, and under the direction of the Manager and team Psychiatrist, the Community Mental Health Clinician will provide assessment and treatment, psycho-education and support for patients of Psychiatric Services and their families /carer(s).

Responsibilities and Accountabilities

Key Responsibilities

In a multi-disciplinary integrated community mental health team, and under the direction of the Team Psychiatrist(s), Senior Clinician and Manager:

- Provide psychiatric, social and physical assessment of patients and deliver clinical treatment and care to resolve or ameliorate emotional distress within the community, APARC and Emergency Department settings
- In partnership with clients, families and carers and relevant agencies develop treatment plans consistent with Victorian MHA 2022 and current service delivery frameworks to promote optimum outcomes for patients
- Conduct Mental Health Telephone Triage assessment and screening, arrange psychiatric assessments, coordinate response to psychiatric crises and provide mental health advice and information to clients, families, and community members
- In consultation with the client, family and carer(s), and other care providers, formulate, negotiate, document, monitor and maintain a Recovery Plan for each patient of the service, and complete other documentation, including Outcome Measures, as per service policy
- Identify, engage and include other key community agencies and service providers involved in the provision of recovery support, and discharge planning consistent with the clients and family/carer(s) needs, to minimise the risk of relapse following discharge from the service
- Monitor the effects of medication and consult with either nursing or medical staff regarding any concerns encountered and ensure that all appropriate documentation is completed
- Participate in Multi-disciplinary Team processes and provide sound discipline specific advice to other clinicians within the team and guidance to more junior staff and students
- Participate in a 24/7 roster, including weekends and public holidays, as directed
- Perform other duties as directed

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

Key Selection Criteria

Essential

1. Bachelor of Nursing, Social Work, Psychology, or Bachelor of Applied Science plus post graduate qualifications in Occupational Therapy and;
 - Post graduate diploma in mental health and/or related field; or having completed a specialist undergraduate psychiatric nursing program or a specialist post basic course of training which led to registration as a Division 3 Nurse,
 - Minimum of 3 years full time equivalent post registration experience in Mental Health with experience across a range of settings including psychiatric triage, assessment support and treatment of people with a mental illness and associated complex issues

2. Relevant work experience, usually at least two years, in a variety of mental health settings
3. Knowledge in community based psychiatric triage, assessment, support and treatment of people with a mental illness and associated complex issues
4. Knowledge and experience working with the Mental Health Act 2022, and knowledge of relevant state-wide Psychiatric Service Frameworks Procedures and Guidelines and Bendigo Health policy and procedures
5. Experience in, and demonstrated commitment to, an integrated community based treatment model for people with a mental illness and associated complex issues
6. Experience in liaising and consulting with relevant family members, team members, and a broad range of health professionals and community agencies

Desirable

7. High level communication skills with the ability to develop effective working relationships
8. A personal approach which is positive, enthusiastic, friendly and helpful with an ability to give excellent customer service to both internal and external customers
9. Ability to query and extract specific information from databases
10. Knowledge of Quality Improvement and flexibility to operate in an environment of change and continuous improvement

Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the **Victorian Government's Code of Conduct**
- Uphold **Occupational Health and Safety** responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.
- Comply with all **Bendigo Health policies and procedures**, including those related to clinical, managerial, and standard work practices.
- Follow **Infection Control** procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain **strict confidentiality** regarding all organisational, patient, and staff information.
- Engage in **continuous quality improvement** activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect **diversity**, fostering inclusive practices in the workplace and service delivery.
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is

committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

All Bendigo Health sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.