

Position Description

Position Title	Lead Clinician
Division	Clinical Operations
Department	Older Persons Community Mental Health
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
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 • 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 Consultant Psychiatrist(s), the community mental health clinicians will provide psychiatric triage, intake, assessment and treatment and short-long term interventions Monday to Friday. Out of hours and weekend crisis assessment and treatment is managed through the Regional Psychiatric Triage Service.

Responsibilities and Accountabilities

Key Responsibilities

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

- Provide mental, social and physical assessment, care coordination, clinical treatment and support for patients, their families and carers.
- In conjunction with the manager and senior clinicians, support and/or provide a range of bio-psycho-social treatment modalities including individual, family and group settings in the community.
- Provide clinical care to resolve or ameliorate emotional distress of patients.
- In consultation with the patient and significant others formulate, negotiate, document, monitor and maintain a Recovery Plan for each allocated patient, and complete other documentation, including Outcome Measures, as per service policy.
- Monitor patient's mental state, undertake social and physical assessments of patients, conduct risk assessments and take appropriate action as required
- Monitor the effects of medication and consult with either nursing or medical staff regarding any concerns they encounter. Ensure that all appropriate documentation is completed.
- Identify and co-ordinate other key community agencies and service providers involved in the provision of recovery, support and discharge planning consistent with the patient and carers needs
- Under the supervision of the manager, participate in community consultation, awareness and education activities and develop community resources to increase the understanding of psychiatric disorders and service delivery models in the community
- Provide Collaborative Therapy and other appropriate therapies to patients identified to receive these, when appropriate referring some patients to other clinicians.
- Provide support and supervision to specific discipline students on placement, in close liaison with the relevant professional discipline.
- Staff with Allied Health qualifications may be required to provide discipline specific care to patients and family, education and supervision to the team.
- Undertake careful discharge planning to minimise the risk of relapse following discharge from the service.
- Support patients for whom you are the allocated lead clinician, if they are admitted to an inpatient unit (IPU), by visiting them in the IPU and participating in case review meetings on the IPU.

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

Qualifications/Certificates

Registered Nurse

Occupational Therapist

Social Worker

Post graduate qualifications in mental health and/or related field or commitment towards completing same.

Essential

1. Relevant work experience, usually at least two years, in a variety of mental health settings
2. Experience in, and demonstrated commitment to an integrated community-based treatment model for people with a mental illness and associated complex issues
3. Sound knowledge of the Mental Health and Wellbeing Act 2022, the relevant state-wide Psychiatric Service Frameworks Procedures and Guidelines and Bendigo Health policy and procedures
4. Proven ability to liaise and consult with relevant family members, team members, and a broad range of health professionals and community agencies
5. Evidence of a commitment to ongoing professional development and compliance with all Bendigo Health mandatory training requirements.
6. High level of organisational, leadership, communication and interpersonal skills

Desirable

7. 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.