

# Position Description

Position Title	Lead Clinician
Position Number	
Division	Clinical Operations
Department	Kyneton Community Mental Health
Enterprise Agreement	MH Health Profession-Victorian Public Mental Health Services Enterprise Agreement 2024-2028
Classification Description	Psych Nurse G3, Occupational Therapist G2, Social Worker G2
Classification Code	NP81 – NP74, YP20 – YB23, YC42 – YC45
Reports to	Manager Kyneton Community Mental Health
Management Level	Non Management
Staff Capability Statement	Please click here for a link to <a href="#">staff capabilities statement</a>
Mandatory Requirements	<ul style="list-style-type: none"> <li>• National Police Record Check</li> <li>• Registration with Professional Regulatory Body or relevant Professional Association</li> <li>• Drivers Licence</li> <li>• Immunisation Requirements</li> </ul>

## Bendigo Health

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

As an organisation we are committed to delivering safe, inclusive and high-quality care to our diverse communities across the Loddon Mallee Region. We value and respect the unique backgrounds, cultures and experiences of the people we serve and those who work with us.

We are a proud child safe organisation, dedicated to the safety, wellbeing and voice of all children and young people. We are committed to creating a culturally safe and welcoming environment where Aboriginal and Torres Strait Islander peoples—adults, children and families—are respected, supported and empowered to express and celebrate their culture.

## Our Vision

To be a trusted regional healthcare service recognised for delivering exceptional care, being a great place to work, and being deeply connected to our community.

## Our Values

**PASSIONATE** – We are passionate about doing our best – for our patients, our colleagues and our community.

**ACCOUNTABLE** – We take ownership of our actions and outcomes, always striving for integrity and improvement.

CARING – We care deeply for our community – and our community cares for us. Compassion is at the heart of everything we do.

TRUSTWORTHY - We are open, honest and respectful in all that we do – earning the trust placed in us every day.

## 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 Lead 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, Senior Clinician and Manager:

- Provide intake coordination, assessment and clinical treatment, including crisis assessment, intensive treatment, case management and support for patients, their families and carers
- Participate in a range of bio-psycho-social treatment modalities in both individual and group settings in the community
- In consultation with the patient, family and carer(s), and other care providers, formulate, negotiate, document, monitor and maintain an Individual Service Plan (ISP) 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 rehabilitation, recovery, support, and discharge planning consistent with the patients and family/carer(s) needs
- 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
- 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
- Depending on service requirements work flexible hours, including weekends, as directed
- Perform other duties as directed

## Key Selection Criteria

### Essential

1. Bachelor of Nursing, Social Work or Bachelor of Applied Science plus post graduate qualifications in Occupational Therapy
2. Post graduate diploma in psychiatric/mental health nursing or related field; or completed a specialist undergraduate psychiatric nursing program or a specialist post basic course of training which led to registration as a division 3 Nurse

3. Relevant work experience, usually at least two years, in a variety of mental health settings
4. Knowledge in community based psychiatric triage, assessment, support and treatment of people with a mental illness and associated complex issues and demonstrated commitment to, an integrated community-based treatment model
5. 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
6. Experience in liaising and consulting with relevant family members, team members, and a broad range of health professionals and community agencies
7. Demonstrated evidence of participation in education and training to other staff, commitment to ongoing professional development and a willingness to learn
8. A personal approach which is positive, friendly and helpful with the ability to develop effective working relationships with a range of health professionals and external agencies, prioritise work requirements, and high level organisational, leadership, communication and interpersonal skills
9. Ability to work as part of a team, as well as to work independently

## Desirable

10. Ability to query and extract specific information from databases
11. Knowledge of Quality Improvement and the 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.
- Support research activities in alignment with the National Clinical Trials Governance Framework to ensure high-quality, safe, and ethical clinical trials and research practices across Bendigo Health

- 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.*