



Job Description Form

Generic - **Clinical Nurse Specialist MHAOD**

Mental Health Alcohol and Other Drugs Services (MHAOD)

Position details

Classification Level: SRN Level 1

Award/Agreement: Department of Justice Registered Nurses (ANF) Industrial Agreement 2018

Position Status: Permanent

Organisation Unit: Corrective Services, Offender Services

Physical Location: Metropolitan Prisons.

Reporting relationships

Responsible to: **Clinical Nurse Consultant MHAOD – SRN 3 or 4**

This position: **Clinical Nurse Specialist MHAOD – SRN1**

Direct reports: TBA

Overview of the position

The Mental Health Alcohol and Other Drug (MHAOD) Branch of Offender Services Directorate delivers mental health and alcohol and other drug healthcare to some of the most vulnerable and high-risk individuals in the State. The MHAOD staff work to improve MHAOD patient outcomes and reduce associated harm and risks as far as possible.

MHAOD services are delivered by multidisciplinary teams made up of highly specialised staff including nurses, consultant psychiatrists, psychologists, social workers, Aboriginal mental health workers and prison support officers.

The role of the MHAOD Clinical Nurse Specialist includes assisting the MHAOD Clinical Nurse Consultant to provide clinical leadership to MHAOD nursing staff as well as managing clinical practice in accordance with the Model of Care. This includes undertaking MHAOD assessment, risk assessment, holistic and individualised care planning, trauma informed care, case management and working in collaboration with the MHAOD multidisciplinary team.

Job description

As part of the Mental Health Alcohol and Other Drugs team, the successful applicant will be expected to:

- Work to improve communication and model integrity and respect in all interactions.
- Operate within the Department's Corporate Governance Framework, policies and procedures and ensure effective transparency and accountability of all Department activity.
- Operate within the chain of command to coordinate activities required to meet the Department's strategic objectives.
- Work collaboratively to achieve common goals and best practice and facilitate business improvements as appropriate.
- Facilitate cultural and management reforms within the Department through leadership and engagement.
- Represent the Department's interest on committees and working groups as required.

Role specific responsibilities

Clinical Management

- Assessment, planning, implementation, and evaluation of treatment, for patients identified as requiring clinical interventions for mental illness and drug and alcohol issues.
- Conducts risk-assessments and participates in the prevention of suicide and self-harm as a member of the Prison Risk Assessment Group.
- Works with the multi-disciplinary team and clients to develop and evaluate clinical care plans.
- Liaises with visiting psychiatrists and other professionals as necessary.
- Responsible for the discharge-planning of MHAOD clients.
- Effective liaison with external service providers.
- Coordination and dispensing of medications, for MHAOD clients as required.
- Acts as a consultant to other health and custodial staff.

Leadership, coordination and management

- Assists the MHAOD Nurse Unit Manager in the coordination and development of the service.
- Acts as a role model and provides leadership to less experienced MHAOD staff.

Professional Development

- Provides clinical-supervision to less experienced MHAOD service staff.
- Participates in the education of health and custodial staff.
- Assists in the development, recruitment and orientation of new personnel and students.
- Maintains ongoing professional development and attends mandatory-competency training.

Quality Improvement

- Participates in performance appraisal based on current JDF as required by the Department's development policy.
- Promotes quality improvement and service evaluation projects, participates in Health Services meetings and committees, and undertakes any research, collection and analysis of data which may be relevant to service improvement.
- Actively participates in developing and maintaining contemporary clinical practices consistent with National Mental Health Standards and the National Drug Strategy, and established standards applying within the community.

Medical Records

- Complies with policies and procedures regarding the maintenance of documentation in the official medical records.

Security

- Works within the guidelines and rules of the Department of Corrective Services to ensure personal safety and the safety of others.

Ethical Behaviour

- Demonstrates ethical behaviour in accordance with relevant standards, values and policies.
- Maintains professional boundaries.

Equity, Diversity and Occupational Safety and Health

- Applies the principles of equity, diversity, occupational safety and health in the workplace and behaves in accordance with relevant standards, values and policies.

Other

- Other duties as required in accordance with strategic objectives, business plans, local workload priorities and performance management plans.

Job related requirements

In the context of the role specific responsibilities, the ability to demonstrate the following skills, knowledge and experience.

Shapes and Manages Strategy

The ability to understand the Department's objectives and links to the whole-of-government agenda; understand the strategic direction and objectives of the business unit and the factors that may impact on work plans and operational goal; draw on information from a range of sources and use judgement to analyse findings; work within agreed guidelines to make decisions and to incorporate outcomes into work plans are important for this role.

Achieve Results

The ability to assess project and program performance; identify areas of improvement and suggest changes to ensure positive outcomes; demonstrate flexibility and cope with day-to-day changes in priorities; support projects to completion and a focus on quality in all areas of work are fundamental to this role.

Builds Productive Relationships

The capacity to network effectively in order to build and sustain relationships with key stakeholders, team members and other staff in the agency; consult and share information with the team and seek input from others where necessary; encourage contribution and engagement; recognise different views and to ensure that stakeholders are kept informed as appropriate are requirements for this role.

Exemplifies Personal Integrity and Self-Awareness

A commitment to adhere to the Code of Conduct in all interactions; maintain a high level of personal commitment to integrity, professionalism, probity and personal development; take responsibility for completion of works within timeframes and take the initiative to progress work when required. Able to justify own position when challenged. Acknowledge mistakes and learn from them and seek guidance and advice when required. Engage with risk by providing impartial and clear advice, seeking guidance when required, identifying and/or reporting potential risk issues to supervisor.

Communicates and Influences Effectively

A demonstrated ability to present messages confidently and persuasively and to actively listen, understand and adapt communication styles to suit a range of audiences; listen to differing views and opinions and develop persuasive counter arguments are requirements for this role.

Role Specific Criteria

Essential

1. Qualification/Eligibility requirements

- Registered as a Nurse with the Australian Health Practitioners Regulation Agency (AHPRA).
- Current C class drivers' licence, to travel to various sites, when required.

2. Clinical Skills

- Demonstrates advanced clinical skills and extensive and recent nursing experience in the area of mental health, including alcohol and drug related problems.

3. Leadership

- Demonstrates experience in leadership and coordinating the clinical work of less experienced staff.

4. Communication and Interpersonal Skills

- Advanced communication and interpersonal skills.
- Demonstrates ability to work autonomously and problem-solve

5. Knowledge

- Demonstrates knowledge and skills in the implementation of the *Mental Health Act 2014*, *Criminal Law (Mentally Impaired Accused) Act 1996*, and other legislation which governs practice in the co-morbidity setting.
- Demonstrates working knowledge of National and State strategies such as the WA Suicide Prevention, National Mental Health and National Drug Strategy.

6. Team Work

- Demonstrates ability to work effectively as part of a multidisciplinary team.

7. Equity and Safety

- Demonstrates knowledge and understanding of the principles and application of the Equal Employment Opportunity Act, Occupational Health and Safety Legislation.

8. Ethical Behaviour

- Demonstrates and manages ethical behaviour in accordance with relevant standards, values and policies.

Desirable

Qualifications

- A post-graduate certificate in mental health.
- Authorised Mental Health Practitioner.

Experience

- Counselling and group-work experience.
- Experience in Forensic or Prison Mental Health.
- Experience in the Clinical Supervision of staff.

Special requirements/equipment

Nil

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the job.

Director MHAOD

Signature: _____ Date: 21/09/2020

HR certification date: September 2020