



Job Description Form

Generic, Clinical Nurse, Mental Health, Alcohol and Other Drugs (MHAOD)

Mental Health Alcohol and Other Drugs Services

Position details

Classification Level: Clinical Nurse ANF2

Award/Agreement: Department of Corrective Services Registered Nurses (ANF)
Industrial Agreement

Position Status: Various

Organisation Unit: Corrective Services, Offender Services

Physical Location: Various

Reporting relationships

Responsible to: Generic, Nurse Unit Manager MHAOD – SRN 4

This position: Generic, Clinical Nurse, MHAOD – ANF 2

Direct reports: NIL

Overview of the position

The Mental Health Alcohol and Other Drug (MHAOD) Branch of the Offender Services Directorate delivers mental health, 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 Clinical Nurse (MHAOD) is to assess, plan, implement and evaluate the care of those identified as having mental health and/or drug and alcohol related problems, to assess and manage clinical risk and to participate in the development of the Mental Health, Alcohol and Other Drugs Service.

Job description

As part of the MHAOD team, the successful applicant will be expected to:

- Maintain focus on the Department's goals concerning safety, security and rehabilitation.
- 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 chain of command facilities 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.

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 required.
- Discharge planning and effective liaison with external service providers.
- Administration of medications as prescribed and manages, monitors treatment regime.
- Provides clinical advice to health and custodial colleagues as required.

Professional Development:

- Accountable for maintaining relevant skills and competence.
- Participates in the education of health and custodial staff.
- Maintains ongoing professional development and mandatory competency training.

Leadership, Coordination and Management:

- Responsible for the clinical supervision of nurses at Level 1 as required.

Quality Improvement:

- Participates in performance appraisal based on current Job Description Form as required by the Department's development policy.

- Participates in quality improvement and service evaluation projects; participates in MHAOD meetings and committees; and contributes to 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.

Security:

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

Documentation:

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

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 directed.

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 reasons for decisions and how they are related to their work, understand the work environment and identify issues that may impact own achievement and contributes to team planning, draw on information from a range of sources and to use common sense to analyse what information is important, anticipate issues that could impact on tasks and identify risks and uncertainties in procedures and tasks are all important for this role.

Achieve Results

The ability to; monitor progress against performance expectations to ensure deadlines are met, communicate outcomes to supervisor, apply and develop capabilities to meet performance expectations, demonstrate knowledge of new programs, products or services relevant to the position, work to agreed priorities, outcomes and resources and be responsive to changes in requirements are fundamental to this role.

Builds Productive Relationships

The capacity to; build and maintain relationships with team members, other teams, colleagues and clients, share information with team members, seek input from others, contribute to team discussions and ensure that others are kept informed, maintain an awareness of personalities, motivations and diverse qualities, treat people with respect and courtesy and an ability to act on constructive feedback.

Exemplifies Personal Integrity and Self-Awareness

An ability to; listen when own ideas are challenged, provide accurate advice to colleagues and clients and to check and confirm the accuracy of information prior to release, take responsibility for mistakes and learn from them, acknowledge when in the wrong, seek advice and assistance from colleagues and supervisor when uncertain. Engage with risk by providing accurate information, seeking guidance when required and reporting potential risk issues to supervisor.

Communicates and Influences Effectively

A demonstrated ability to; structure messages clearly and succinctly orally and in writing, focus on gaining a clear understanding of others comments by listening and questioning for clarity, check that own views have been understood, listen to differing ideas to develop an understanding of the issues are essential in this role.

Role Specific Criteria

Essential:

1. Eligible for registration in the category of Registered Nurse by the Nursing and Midwifery Board of Australia.
2. Demonstrated advanced nursing practice in mental health, alcohol and other drugs practice setting.
3. Demonstrated advanced skills in planning, coordination and decision making, within the mental health, alcohol and other drugs practice setting.
4. Demonstrated well-developed team leadership and membership skills.
5. Demonstrated well-developed communication (written and verbal) and interpersonal skills.
6. Demonstrates incorporation of quality and risk management within practice.
7. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

Desirable:

1. Possession of or progression towards a relevant post-graduate qualification in Mental Health, Addictions.

2. Designated as Authorised Mental Health Practitioner (AMHP) by the Office of the Chief Psychiatrist of Western Australia.
3. Experience providing mental health care to indigenous people or within a custodial setting.
4. Demonstrated computer skills relevant to healthcare setting.

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 Mental Health Alcohol and Other Drugs

Signature: _____ Date: 16 Apr 2021

HR certification date: 27 Apr 2021