

Bellarine Community Health (BCH) – Strategic Directions 2022 - 2025

Purpose Statement

We deliver high quality services and programs that improve the health and wellbeing of our community.

This means that we always innovate and develop what we do to align with the health and wellbeing needs of people on the Bellarine.

Guiding principles

These principles are at front of mind in all decision making and operational processes. They relate to how we see ourselves and how we will work with all those with whom we come in contact.

- We strive to become a sustainable organisation with a strategic mindset
- We value and support our staff, clients, and volunteers
- We work with our community to design services and programs to meet their needs
- We act at all times in the interests of the organisation and the community
- We are guided by best practice actions – always

Strategic Priorities

- To engage with our community across all ages, groups, and cultures so we are always responsive
- To build awareness of our organisation and our services so we are recognised and are a preferred health provider to our community
- To be a sustainable Health service responsive to our growing community
- To nurture a positive workplace culture

BCH is the largest healthcare provider on the Bellarine Peninsula with sites in five locations:

- Drysdale (2 sites)
- Ocean Grove
- Portarlington
- Point Lonsdale

BCH delivers and promotes health and wellbeing programs. BCH provides a range of services including allied health, community, and palliative care nursing; mental health; in home care, health promotion and dental.

Position Information

Position Objective:

The Paediatric Occupational Therapist – Early Career position is a junior role within the Child Health and Development service. This role will deliver the provision of occupational therapy within a broader multi-discipline team with the support of senior colleagues.

Clinical services are provided using an early childhood early intervention approach to working with children presenting with mild to moderate delays in their development, and with diagnosed disabilities. The needs of children and young people are seen in the context of their age, developmental stage, gender and culture, and services build on the strengths of carers for the benefit of the whole family and community.

The early career position will predominately consist of a caseload of Community Health clients. This role will provide occupational therapy assessments, interventions, programs and supports for children (and their families). There will be the opportunity to develop skills to support a broader range of presentations including those funded under NDIS as suitable.

Child Health service provision is child centred, family focused and provides a flexible, culturally sensitive, respectful, and supportive approach that builds on the strengths of

	<p>the client and families and empowers clients/participants to participate meaningfully in their home and community life.</p> <p>This role will work with the highest degree of professional integrity, collaboration, and flexibility within a multidisciplinary team reflective of United Nations Convention on the rights of the Child and NDIS Practice Standards.</p>
Reports to:	Senior Paediatric Occupational Therapist Manager - Child Health and Development Team
Direct reports:	Nil
Program:	Child, Youth and Families
Location:	May work across Bellarine Community Health sites and Community settings, and may involve Telehealth
Award:	Victorian Stand Alone Community Health Centres Allied Health Professionals Enterprise Agreement 2022-2026
Employment Status:	Ongoing (Full time), part time may be considered (as negotiated) Probation Period: 6 months
Remuneration and benefits:	Access to excellent salary packaging provisions. Employer Superannuation at the statutory rate. Employee Health and Wellbeing Program
Mandatory Requirements:	<p>Bellarine Community Health expects all applicants to present evidence of the following:</p> <ul style="list-style-type: none"> • Current Working With Children's Check • Current NDIS Worker Screening Check (if in a "risk assessed" role) • Current Police Check (within 12 months from date of application) • Current Victorian Driver's Licence <p>COVID-19 and current Influenza Vaccination is recommended.</p> <p>If you are applying for a position working with children, you are required to have the following vaccinations: Hepatitis B MMR, Pertussis, Varicella.</p>

Organisational Requirements	
Diversity	Commit to providing a safe and welcoming health service for everyone. We celebrate the diversity of different ages, gender, ethnicity, physical ability, sexual orientation, religious belief, work experience, and educational background.
Child safety	<p>Make a commitment to the safety and wellbeing of children and young people. This means to protect and support, enhance wellbeing, and reduce any opportunities for abuse, or harm to occur.</p> <p>Every child has the right to live a full and productive life in an environment that builds confidence, friendship, security, and happiness, irrespective of their family circumstances and background.</p> <p>Children have the right to give their views and opinions about decisions that affect them and to be listened to.</p>
Consumer engagement	Seek and facilitate consumer and community participation to ensure the healthcare we deliver is safe, high quality and meets the needs and preferences of our diverse communities.
Person/Family Centred Approach to service provision, health promotion action and access to information.	<p>Identify, strengthen capacity, and address any barriers that prevent a consumer maximising their independence and choice in decision making about the way their services are delivered.</p> <p>Actively seek opportunities to engage with clients and where appropriate (their families) that will enable them to be autonomous including:</p>

	<ul style="list-style-type: none"> • Building on strengths and goals to maximise independence and individual capabilities in decision making. • Provide a voice in the management of their own health and wellbeing; and, • Look for ways to improve the health of diverse communities.
Occupational Health and Safety (OH&S)	<p>Be familiar with and ensure that all appropriate actions are taken to implement OHS policies and procedures and that legislative requirements are met within the service</p> <ul style="list-style-type: none"> • Report any incidents or potential hazards in accordance with Bellarine Community Health policies and procedures including effective reporting via Incident management system. • Demonstrates a commitment to health and safety in line with Bellarine Community Health OHS policies and procedures, training requirements and legislative/regulatory requirements. • Evidence of compliance with OHS policies and procedures. • Participation in team meetings where key OHS issues are discussed and resolved. • Evidence of hazard and incident reporting using incident management system. • Maintains compliance with mandatory OHS training requirements.
Health Promotion	Support and contribute to the activities and projects outlined within the BCH Integrated Health Promotion Plan, as required. Implement a health promoting practice approach to service delivery that addresses the social determinants of health.
Strategy and Planning	Participate in planning processes, including program, team and individual to ensure alignment to the BCH strategic plan.
Continuous Quality Improvement	<ul style="list-style-type: none"> • Adopt and promote a culture of continuous quality improvement within area of practice and the broader organisation. • Contribute to the accreditation process, including identifying, developing, implementing, and evaluating quality improvement activities. • Commit to a culture of trust, openness, learning and accountability to improve service quality and safety. • Participate in data collection and audit processes to ensure compliance with applicable accreditation standards. • Demonstrate respect for individual's values, customs, cultural and spiritual beliefs to ensure patient care is effective and culturally appropriate. • Complete all mandatory training and education.
Risk Management	Comply with BCH Risk Management system and relevant legislation. Actively contribute to creating an organisational culture that promotes risk identification and mitigation.
Equal Opportunity	BCH is an Equal Opportunity Employer and diversity in the workforce is valued and encouraged.

Position Specific Responsibilities

General

BCH has a high expectation that employees:

- commit to the organisational purpose and guiding principles;
- work as a co-operative, supportive and effective team member;
- are flexible, multi-skilled and prepared to learn, take on new tasks, responsibilities, and challenges;
- provides a culturally sensitive, respectful, and supportive service; and,
- work in a strength-based model.

Position Specific

This role provides occupational therapy services to children and young people involved with BCH services and its associated partners. Primarily this service is delivered to children aged 0 to 12, utilising both group and individual therapy models. This role works closely with other occupational therapists, paediatric allied health/ mental health staff, and with the broader organisation.

- Provide quality, evidenced based best practice occupational therapy services to children and young people who experience a broad range of difficulties in their day-to-day, or have developmental delays.
- Administer paediatric assessment, therapeutic and interventional supports in clinical, home, educational and community-based settings.
- Utilise evidence-based practice for individuals and group programs, and where suitable adopt an early childhood early intervention approach to care.
- Manage a clinical caseload that is largely children with mild to moderate difficulties or developmental delays, particularly in areas of; self-care, social, sensory, play, daily routines, and fine motor skills.
- Utilise a child and family focused, strength-based approach to care that builds on the abilities, knowledge and capacity of the child, their family, and their community.
- Liaise with clients, carers, the multidisciplinary team, and other key stakeholders regarding collaborative care, referrals and further supports for clients.
- Work autonomously and with appropriate supports that balance service access, efficiency, and clinical effectiveness.
- Demonstrate and model effective written, verbal and non-verbal formal/informal communication skills.
- Be self-motivated, organised and take initiative to identify and resolve problems.
- Meet the requirements of participants who are the recipients of NDIS plans (as applicable).
- Participate in and have a commitment to all Clinical Governance activities, including clinical peer review, case conference, professional development, and supervision.
- Contribute to the attainment of Bellarine Community Health and the Child Health and Development services strategic objectives and priorities under the guidance of your operational reports.
- Demonstrate and foster good understanding of professional values and ethics that also are reflective of United Nations Convention on the rights of the Child, NDIS Practice Standards, and organisational standards.

**The role, specific tasks and responsibilities of the occupational therapist will be reviewed and may alter over time to meet the changing needs of the client and organisation.

Key Performance Indicators

- Demonstrate high quality clinical service provision in occupational therapy that is child and family centered, using a strength-based approach to ensure children, young people and their families/carers receive evidenced based interventions within appropriate environments.
- Meet agreed individual targets set for clinical caseload including as well as completed documentation in accordance with the departmental and organisational standards.
- Conduct effective and efficient provision of service to ensure access, promotion and delivery maintains dignity for the legal and human rights of clients.
- Demonstrate initiative, communication, teamwork and co-operation as a member of a multi/interdisciplinary team to enhance collaboration and client outcomes, following the purpose and guiding principles of BCH.
- Provide evidence of key stakeholder engagement and communication.
- Demonstrate commitment to ongoing personal and professional development.
- Active participation in Clinical Governance responsibilities, Occupational Health and Safety, and Continuous Quality Improvement.

Key Selection Criteria and Skills/Attributes

Essential	<ol style="list-style-type: none"> 1. Essential Qualifications and Requirements: <ul style="list-style-type: none"> • Formal tertiary qualification in Occupational Therapy and registration with AHPRA (can be in the final stages of attainment) • Current Driver's Licence for Victoria • National Police Record Check – current and satisfactory • NDIS Worker Screening Check • Current Working With Children's check • Successfully meets the pre-employment screening requirements 2. Occupational Therapy clinical skills that support children in their day-to-day tasks that incorporates knowledge base of childhood development, evidence based practice, assessment tools and therapy approaches. 3. Passion for working with children and families, and a willingness to practice in a collaborative, strength based, family and child centred model, with emphasis on parent capacity building and self-efficacy. 4. Excellent communication skills, both written and verbal. 5. High level and effective interpersonal skills with an ability to build positive relationships and work in a team environment. 6. Willingness to learn and be committed to providing excellent care through commitment to professional development by maintaining, applying, and sharing clinical knowledge. 7. A commitment to quality improvement. 8. Competent in the use of information technology e.g., Microsoft Office and Client Management Systems. <p>Immunisation Status: COVID-19 and current Influenza Vaccination is recommended.</p> <p>If you are applying for a position in dental, nursing, sterilising, or podiatry, you are required to have the following vaccinations: Hepatitis B, MMR, Pertussis and Varicella.</p> <p>If you are applying for a position working with children, you are required to have the following vaccinations: MMR, Pertussis, Varicella.</p>
Desirable	<ul style="list-style-type: none"> • Clinical experience / placement experience working with children. • Clinical experience / placement experience working in a community health setting. • Professional development in the field of paediatrics. • Professional membership with Occupational Therapy Australia.

Acceptance Details	
Name of staff member:	
Signature of staff member:	
Date:	
Exec Managers signature:	
Date:	

For more information about Bellarine Community Health visit our website: www.bch.org.au

Bellarine Community Health Ltd is committed to protect children and reduce any opportunities for abuse or harm to occur.

Bellarine Community Health acknowledges the Wadawurrung people as the Traditional Custodians of the land on which our sites are located and across which we provide services and programs for the diverse community. We are proud to be an inclusive workplace and welcome people from all cultures and backgrounds to our service.