

#### 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 six locations:

- Drysdale (2 sites)
- Ocean Grove (2 sites)
- 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 Mental Health Professional is focused on the provision of mental health counselling and support for a case load of young people accessing BCH Youth services. This includes the provision of evidence based counselling and psychosocial support and may include the provision of short-medium term interventions including group programs and centre based or outreach support.

The Mental Health Professional will work closely with a multidisciplinary team including general practitioners, allied health and nursing staff to facilitate the provision of coordinated clinical care and therapy.

The key objectives of this role are:

- To engage, assess and provide support to young people and their family and friends;
- To discuss and initiate young people referrals to appropriate community supports; and,

	<ul style="list-style-type: none"> <li>To participate in supporting a timely, responsive, and efficient youth mental health counselling service.</li> </ul>
<b>Reports to:</b> <b>Direct reports:</b>	Mental Health and Youth Health and Wellbeing Manager Nil
<b>Program:</b>	Child, Youth and Families
<b>Location:</b>	Drysdale Youth May work across Bellarine Community Health sites
<b>Award:</b>	Victorian Stand Alone Community Health Centres Allied Health Professionals Enterprise Agreement 2022-2026
<b>Employment Status:</b>	Ongoing (Part Time) Probation Period: 6 months
<b>Remuneration and benefits:</b>	Access to excellent salary packaging provisions. Employer Superannuation at the statutory rate.
<b>Mandatory Requirements:</b>	<p>Bellarine Community Health expects all applicants to present evidence of the following:</p> <ul style="list-style-type: none"> <li>100-point ID verification</li> <li>Current Working With Children's Check</li> <li>Current NDIS Worker Screening Check</li> <li>Current Victorian Driver's Licence</li> </ul> <p><b>Immunisation Status:</b> COVID-19 and current Influenza Vaccination is <u>recommended</u>.</p>

Organisational Requirements	
<b>Diversity</b>	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.
<b>Child safety</b>	<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>
<b>Consumer engagement</b>	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.
<b>Person/family Centred Approach to service provision, health promotion action and access to information.</b>	<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"> <li>Building on strengths and goals to maximise independence and individual capabilities in decision making;</li> <li>Provide a voice in the management of their own health and wellbeing; and,</li> <li>Look for ways to improve the health of diverse communities.</li> </ul>

<b>Occupational Health and Safety (OH&amp;S)</b>	<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"> <li>• Report any incidents or potential hazards in accordance with Bellarine Community Health policies and procedures including effective reporting via Incident management system.</li> <li>• Demonstrates a commitment to health and safety in line with Bellarine Community Health OHS policies and procedures, training requirements and legislative/regulatory requirements.</li> <li>• Evidence of compliance with OHS policies and procedures.</li> <li>• Participation in team meetings where key OHS issues are discussed and resolved.</li> <li>• Evidence of hazard and incident reporting using incident management system.</li> <li>• Maintains compliance with mandatory OHS training requirements.</li> </ul>
<b>Health Promotion</b>	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.
<b>Strategy and Planning</b>	Participate in planning processes, including program, team and individual to ensure alignment to the BCH strategic plan.
<b>Continuous Quality Improvement</b>	<ul style="list-style-type: none"> <li>• Adopt and promote a culture of continuous quality improvement within area of practice and the broader organisation.</li> <li>• Contribute to the accreditation process, including identifying, developing, implementing, and evaluating quality improvement activities.</li> <li>• Commit to a culture of trust, openness, learning and accountability to improve service quality and safety.</li> <li>• Participate in data collection and audit processes to ensure compliance with applicable accreditation standards.</li> <li>• Demonstrate respect for individual's values, customs, cultural and spiritual beliefs to ensure patient care is effective and culturally appropriate.</li> <li>• Complete all mandatory training and education.</li> </ul>
<b>Risk Management</b>	Comply with BCH Risk Management system and relevant legislation. Actively contribute to creating an organisational culture that promotes risk identification and mitigation.
<b>Equal Opportunity</b>	BCH is an Equal Opportunity Employer and diversity in the workforce is valued and encouraged.

### Position Specific Responsibilities

#### Clinical work

- Ensure the delivery of a high standard of evidence-based care to young people, including appropriate clinical services across the mental health spectrum.
- Work collaboratively and effectively with the multidisciplinary team to support young people accessing services.
- Provide thorough assessment, case formulation, service planning, service delivery, and episode of care reviews in response to the young people's identified needs and thus supporting young peoples with the formulation of their treatment and or recovery goals.
- Manage an active case load and support client flow using service planning strategies to support young people's recovery and progression through services as well as service transition and exit.
- Assess, manage, and record risk, particularly as this relates to events of harm, or the escalation of risks.
- Respond to demand and waiting lists by flexing work and caseloads.

- Support therapeutic groups programs development and delivery.
- Provide satellite/site based and outreach support according to young peoples need.
- Maintain close links and report to the referring medical professional in the development and review of young people's care and treatment goals.
- Monitor young people for critical changes and initiate appropriate emergency procedures.
- Participate in regular multidisciplinary clinical review meetings.
- Maintain timely, accurate and current clinical records ensuring documentation meets professional and legal standards.
- Establish a therapeutic relationship with young people, their family and friends that supports the monitoring and review of young people's mental health state and informs timely clinical review.
- Ensure the delivery of a high standard of mental health care to young people within an evidence-based framework, according to applicable guidelines and policies.
- Practice safely within their profession and their own scope of clinical practice working within the organisation's clinical governance framework.
- Participate in clinical supervision and reflective practice sessions.

#### General

- Develop and maintain effective relationships with key stakeholders involved in the provision of health, mental health and psychosocial services to young people.
- Active involvement in professional development to build theoretical knowledge and practice capability.
- Participate in relevant team training and development activities as an effective team member.
- Participate in individual annual review.
- Active involvement in the application of quality and risk management frameworks.
- Comply with the standards of a child safe organisation in both practice and culture.
- Have some flexibility to travel, and to work additional hours if required.
- Other duties consistent with the position where required and/or requested by management from time to time.

### Key Performance Indicators

- Demonstrated clinical competence and client outcomes.
- Demonstrated evidence of young people's assessment, case formulation, service planning, service delivery, episode of care review and service transition and exit support in client's record.
- Evidence of agreed service performance targets.
- Attendance and active participation in operational and clinical supervision.
- Demonstrated flexibility and willingness to be responsive to meet BCH service model and demand.
- Demonstrated participation in continuous quality improvement and risk management activities.
- Complete all clinical notes and administrative tasks in a timely manner.
- Actively co-operate as a member of a team, following the code of conduct and guiding principles of BCH.
- Adherence with Child Safe Standards.
- Demonstrated participation in professional development activities.

### Key Selection Criteria and Skills/Attributes

#### Essential

1. Essential Qualifications and Requirements:
  - Tertiary qualification in Occupational Therapy.
  - Post graduate qualification in Mental Health.
  - Current full registration with the Australian Health Practitioner Regulation Agency (AHPRA) and Occupational Therapy Australia.
  - Eligibility for Medicare provider number to enable service provision through mental health care plans.

	<ul style="list-style-type: none"> <li>• Current Driver's Licence for Victoria</li> <li>• NDIS Worker Screening Check</li> <li>• Current Working With Children's check</li> <li>• Successfully meets the pre-employment screening requirements</li> </ul> <ol style="list-style-type: none"> <li>2. Minimum 2 years' experience working with young people including demonstrated skills related to the provision of psychological counselling that is developmentally appropriate and time limited.</li> <li>3. Demonstrated understanding of the principles of psychosocial rehabilitation and evidence based therapeutic counselling interventions including individual, brief and group intervention.</li> <li>4. The ability and experience to conduct risk assessments, including suicide and violence risks, and to develop action plans that mitigate these risks.</li> <li>5. Experience working in a multi-disciplinary team environment delivering young people's supports.</li> <li>6. Exceptional interpersonal skills with the ability to work with a diverse range of people, in particular the ability to engage with young people and advocate on their behalf; and the ability to build positive relationships and work in a team environment as a positive and collaborative team player</li> <li>7. Highly developed verbal and written communication skills.</li> <li>8. Excellent organisational and time management skills, including the ability to prioritise and manage multiple and competing work tasks and deliver to agreed deadlines.</li> <li>9. High levels of professionalism, confidentiality and discretion.</li> <li>10. Adaptability and flexibility to changing work environments and requirements.</li> <li>11. A commitment to quality improvement.</li> <li>12. Competent in the use of information technology e.g., Microsoft Office and Client Management Systems.</li> </ol>
<b>Desirable</b>	<ul style="list-style-type: none"> <li>• Occupational Therapy assessment including but not limited to functional, sensory, skill development and positive behavior regulation assessments.</li> <li>• ADOS trained.</li> <li>• Experience in working with NDIS participants.</li> <li>• Training and experience in the provision of single session family therapy.</li> <li>• Experience in working within a school setting.</li> </ul>

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](http://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, waters and skies of the Bellarine Peninsula. We acknowledge and respect Wadawurrung Elders and leaders, past, present and emerging and pay gratitude for their unique ability to care for Country and deep spiritual connection to it. We are proud to be an inclusive workplace and welcome people from all cultures and backgrounds to our service.*