



Position Description

Mental Health Professional Occupational Therapist

Vision, Values and Priorities

Bellarine Community Health's **Vision** is for a thriving, healthy Bellarine Peninsula where every person has equitable access to holistic, client-centred care. Our purpose is to deliver high-quality, accessible health services that empower our community to live well.

Our work is guided by the **Values** of **Equity, Inclusion, Respect** and **Community Connection**. These values shape how we care for clients and families, how we work with each other, and how we partner with others to improve health and wellbeing across the Bellarine.

BCH's **Strategic Priorities** are:

- **Access and Care** - making it easier for people to get timely, appropriate coordinated care.
- **Our People and Culture** - creating a welcoming, inclusive and supportive workplace.
- **How We Work** - simplifying processes, reducing duplication and using data and evidence to improve services.
- **Community and Partnerships** - strengthening BCH's visibility, partnerships and connection with the Bellarine community.
- **Sustainability and Growth** - ensuring BCH remains strong, sustainable and here for the future.

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

Position Information

**Position
Objective:**

The Mental Health Professional – Occupational Therapist works primarily with young people aged 12 to 25 years experiencing mild to moderate mental health concerns and supports early interventions, recovery-focused care and service navigation.

This role provides evidence-based assessment, brief intervention, care coordination and service navigation for young people experiencing mild to moderate mental health concerns. The role works collaboratively within a multidisciplinary team to support recovery-oriented outcomes and timely access to care.

The key objectives of this role are to:

- Engage, assess and provide support to young people and their family and friends;

- Discuss and initiate referrals to appropriate clinical services or community support; and,
- Participate in supporting a timely, responsive, and efficient youth mental health counselling service.

Reports to:	Mental Health and Youth Health and Wellbeing Manager
Direct reports:	Nil
Program:	Child, Youth and Families
Location:	Drysdale Youth; May work across Bellarine Community Health sites
Enterprise Agreement:	Allied Health Professionals (Victorian Community Health Centres) (Multi-Employer) Enterprise Agreement 2022-2026
Employment Status:	Fixed Term (Part Time) Probation Period: 6 months
Remuneration and benefits:	• Access to excellent salary packaging provisions • Employer Superannuation at the statutory rate • Meaningful work supporting the Bellarine community • Collaborative multidisciplinary team environment • Professional development and supervision opportunities • Flexible work arrangements where operationally appropriate • Commitment to employee wellbeing and inclusion
Mandatory Requirements:	Bellarine Community Health expects all applicants to present evidence of the following: • 100-point ID verification • Current Working with Children's Check • Current NDIS Worker Screening Check (if in a 'risk assessed' role) • Current Police Check • Current Victorian Driver's Licence Immunisation Status: COVID-19 and current Influenza Vaccination is <u>recommended</u>.

Organisational Requirements

Diversity	The values and practices of BCH actively support and promote the safe expression of individual diversity; promoting actions that recognise, respect and nurture the unique identity of a person and effectively meet their needs, expectations and rights. We are there for everyone - no matter where you come from, what you look like or how you identify.
Code of Conduct	The Code of Conduct is how we work at BCH – ethically, professionally and responsibly. Adherence to the Code is an expectation. The BCH Code of Conduct must be read in conjunction with the Child Safe practices, NDIS Code of Conduct and Aged Care Code of Conduct which each prioritise: • commitment to safety and wellbeing of our clients,

- protection from abuse or harm,
- strengthening capacity and maximizing independence, and
- the right to be heard and participate in decisions that affect them.

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 Practice	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.
Occupational Health and Safety (OH&S)	Be familiar with and ensure that all appropriate actions are taken to implement OHS policies and procedures and comply with legislative requirements. The safety, health and wellbeing of employees is a priority for BCH and we recognise the importance of an environment that promotes and nurtures the physical, mental, emotional and social wellbeing of all individuals. In line with this commitment, all employees are expected to commit to: • Comply with instructions given for their own safety and health and that of others, in adhering to safe work procedures. • Take reasonable care to ensure their own safety and health and that of others, and to abide by their duty of care provided for in the legislation. • Reporting through the incident management system any hazards, near misses or incidents as they are identified/occur. • Not place others at risk by any act or omission. • Not wilfully or recklessly interfere with safety equipment. • Partaking in the promotion of the health and wellbeing of colleagues. • Contributing to an inclusive and health promoting environment.
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	All employees contribute to BCH's strategic direction through their role, conduct and commitment to safe, high-quality, client-centred care. Each position is expected to support continuous improvement, work collaboratively, use resources responsibly and help BCH remain responsive, trusted and sustainable for the community.
Quality, Safety and Risk Management	To ensure continued safety and quality of care, all employees commit to: • Contributing to organisational quality, safety and risk management initiatives. • Participating in data collection, audit procedures and the development and review of policies and procedures as appropriate. • Understanding individual responsibility for safety, quality and risk and adhering to the relevant policies, procedures and guidelines. • Complying with requirements of the respective accreditation agencies and relevant standards, regulations and legislative requirements.

	Identifying, reporting and managing risks and ensuring actions are taken to prevent and minimise harm to consumers and our workforce.
Equal Opportunity	BCH is an Equal Opportunity Employer and diversity in the workforce is valued and encouraged. We encourage you to bring your 'whole self to work'. BCH is a safe and inclusive workplace. We value the visible and invisible qualities that make you who you are. We expect our workforce to align with our diversity expectations and programs. Working at BCH means you are on board with our journey, you will show respect, understanding and kindness to everybody, every time.
Continuous Self-improvement	Make personal and professional growth a priority: All employees must be aware of and complete designated mandatory training within the required time frame. Participation in Performance and Development Review annually is expected, where learning objectives for the coming year should be identified and pursued.
Scope of Practice	Clinical practitioners are required to be suitably experienced, trained and qualified to practice in a competent and ethical manner in accordance with service needs and BCH organisational capability. - The core scope of practice refers to aspects of clinical or professional practice that can be reasonably expected to be undertaken by all practitioners holding that qualification. - Individual practitioner's clinical practice will be undertaken with reference to the professional registration boards' scope of practice for respective disciplines and guided by practice standards frameworks and professional associations. - Maintenance of clinical competence, adherence to contemporary evidence practice and participation in clinical and operational supervision is mandatory.

Position Specific Responsibilities

Clinical Responsibilities

- 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.
- Provision of Enhanced psychological interventions of up to 12 sessions
- Complete mid-point and final reviews for young people receiving Enhanced interventions, documenting progress, evaluating outcomes, updating care plans and identify the need for internal referral, discharge or escalation of care.
- 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 operational, clinical supervision and reflective practice sessions.

General Responsibilities

- 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 performance reviews.
- 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 resulting positive outcomes.
- Demonstrated understanding of the impact of trauma, cultural identity and history of persons mental health and recovery journey.
- Demonstrated understanding of OT focused interventions and therapeutic strategies.
- 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.
- Achievement of funded service targets and activity requirements.
- Regular attendance at clinical supervision and team meetings.
- Maintains agreed service activity levels and responds to changing service demand.
- Demonstrated participation in continuous quality improvement and risk management activities.
- Clinical documentation completed within organisational timeframes.
- Actively co-operate as a member of youth team, following the guiding principles of BCH.
- Adherence with Child Safe Standards.
- Completion of mandatory training requirements.
- Demonstrated participation in professional development activities.

Key Selection Criteria and Skills/Attributes

Essential

Clinical Capability

- Demonstrated understanding of the principles of psychosocial rehabilitation and evidence-based therapeutic counselling interventions for high prevalence mental health issues.
- The ability and experience to conduct risk assessments, including suicide and violence risks, and to develop action plans that mitigate these risks.

Professional Experience

- 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.
- Experience in multidisciplinary teams delivering young people's supports.

Qualifications and Registrations

- Formal tertiary qualification in Occupational Therapy
- Postgraduate qualification in Mental Health
- Current full registration with the Australian Health Practitioner Regulation Agency (AHPRA) and Occupational Therapy Australia

Personal Attributes

- 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.
- Excellent communication skills, both written and verbal.
- Excellent organisational and time management skills, including the ability to prioritise and manage multiple and competing work tasks and deliver to agreed deadlines.
- High levels of professional, confidentiality and discretion.
- Positive and collaborative team player.
- Adaptability and flexibility to changing work environments and requirements.
- Commitment to quality improvement.
- Competent in the use of information technology e.g., Microsoft Office and Client Management Systems.

Desirable

- Occupational Therapy assessment including but not limited to functional, sensory, skill development and positive behaviour regulation assessments.
- ADOS trained.
- Experience working with NDIS participants.
- Training and experience in the provision of single session family therapy.
- Experience in working within a school setting.

Acceptance Details

Name of staff member:

Signature of staff member:

Date:

Executive Managers signature:

Date:

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

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.

Bellarine Community Health is there for everyone – no matter where you come from, what you look like or how you identify. We are committed to play our part in building a more inclusive and equitable world - starting with our own organisation.

