Position Description

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| **Position Title** | Clinical Lead – Head to Health |
| **Version** | 12 September 2023 |
| **Term** | Full time Permanent  |
| **Team/Department** | Integrated Mental Health |
| **Location** | Ipswich Head to Health Centre |
| **Reports to** | Clinical Services Manager  |
| **Direct Reports** | Up to 6 |

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| About Open Minds  |
| Open Minds provides community-based support services to men, women and youth with mental illness, physical and intellectual disability or acquired brain injury.Our Purpose is “enabling an independent and positive future” for people living with mental illness and disabilities.Our values, which our employees need to demonstrate every day are:* We work together and empower people to succeed.
* We act with humility and value curiosity.
* We are trustworthy and act with integrity.
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| About Head to Health Program  |
| Head to Health (HTH) Centre and Satellite services seek to improve timely access to appropriate and well- integrated mental health services for adults. The Ipswich Head to Health (HTH) Centre, funded through the Darling Downs and West Morton PHN will be established and commence service delivery in late 2023. The Ipswich Centre will provide welcoming, low stigma, soft entries to engagement with services through assessment, triage, warm referrals, and immediate short- or medium-term support for people who require mental health support at any level, including people who are experiencing a crisis or significant distress. |
| Position Summary  |
| The Clinical Lead will work with the Program and Clinical Services Managers to establish the Head to Health Satellite services across the Ipswich region. The Clinical Lead will provide clinical oversight for, clinical supervision and leadership of, a multidisciplinary health team to inform and guide the delivery of high-quality mental health intake, assessment and triage services for people who experience mental health issues and/ or distress. Work in collaboration with the Stakeholder Engagement Co-ordinator (SEC) to promote the HTH services across the community. The Clinical Lead will provide HR delegation and management of a team of clinicians across multiple disciplines.  |

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| Accountabilities |
| Stakeholders |
| * Build and enhance partnerships with stakeholders and service providers across the region, including the Hospital and Health Services, and lead the development of referral pathways and integration across services.
* Establish and support clinical pathways, assessment protocols and transition of care arrangements.
* Actively participate, in the local HTH consortium and governance groups.
* Identify and implement, in collaboration with First Nations people and the community, culturally appropriate and inclusive clinical practices across the services.
* Ensure the HTH sites are managed in accordance with the Service Model for Head to Health Adult Mental Health Centres and satellites requirements.
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| People |
| * Provide clinical oversight for the HTH Centre, to ensure the clinical team work together to achieve service delivery excellence.
* Lead the delivery of integrated mental health service delivery with the aim to more effectively support consumers and promote recovery oriented and evidenced based practice.
* Monitor, scope, plan and implement proactive clinical quality improvements to ensure evidenced based best practice is delivered, including regular collection and analysis of data.
* Use of routine data (quantitative and qualitative) to monitor client experience.
* Facilitate a strong clinical governance culture within the team, whilst implementing the clinical governance framework of Open Minds.
* Participate, and support community engagement activities alongside the SEC to build community knowledge and understanding of the HTH services.
* Maintain professional accountabilities through active engagement in continuing professional education and clinical supervision to develop clinical practice knowledge and expertise and to maintain relevant credentialing requirements.
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| Policies and Processes |
| * Provide services that are consistent with Open Mind’s Clinical Governance Framework.
* Identify and lead quality continuous quality improvement mechanisms across the services.
* Ensure incident and critical incident reporting occurs in accordance with guidelines and take part in local on-call arrangements as required.
* Ensure all service delivery reporting requirements are maintained and KPI’s are delivered.
* Ensure records management obligations are met and processes followed.
* Ensure risks are identified, reported, documented, and appropriately managed in accordance with Open Minds policies and procedures to ensure safe and effective services.
* Work within the parameters of Open Minds policies and procedures in addition to any professional codes of conduct.
* Consult, develop and lead implementation of interprofessional clinical practices, procedures and protocols that support the head to health model of care.
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| Education and Qualifications |
| **Essential** * Formal tertiary qualification as a Registered Psychologist, Occupational Therapist, Registered Nurse or Accredited Mental Health Social Worker
* Current annual practicing certificate from the Australian Health Practitioner Regulation Agency essential, or a Social Worker with eligibility to register with the Australian Association of Social Worker

**Psychology*** The successful applicant must hold a post graduate degree in psychology and must hold current unconditional general registration with the Psychology Board of Australia (PsyBA).  An Australian Psychology Accreditation Council – accredited post graduate qualification in Clinical Psychology to Masters level or higher is preferred.  Practice endorsement as a clinical psychologist with either the Psychology Board or the APS is highly desirable. PsyBA registration as an endorsed supervisor is mandatory.

**Occupational Therapy*** It is a mandatory requirement that all occupational therapists must hold a tertiary degree (or equivalent) qualification from an accredited tertiary institution in occupational therapy.  Registration with the Occupational Therapist Board Australia (AHPRA) is required.

**Social Work*** It is a mandatory requirement for all Social Work positions that the candidate is eligible for membership of the Australian Association of Social Workers (AASW).  Eligibility is dependent on the candidate having completed a University level Social Work degree accredited by the AASW and that the candidate does not have any other outstanding professional competency or ethical issues, or complaints known to the AASW which may preclude membership to the association.
* The successful applicant must maintain their continuing professional development at a level that would at least meet the accreditation standards of the AASW.
* Overseas qualified Social Work candidates require a "certification of eligibility" letter from the AASW to confirm their eligibility for membership of AASW. Overseas qualified applicants should include such evidence with their application to be considered for short listing in the selection process.
* AASW Credentialing as a Mental Health Social Worker would be highly desirable.
* Prior to commencing employment Social Workers are required to have been issued with a positive “Working With Children Blue Card” notice..

**Desirable** * Post Graduate qualifications in Mental Health
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| Essential Skills, Knowledge and Experience |
| * Demonstrated excellence in mental health service delivery, holding advanced and highly specialised knowledge and skills in the assessment and interventions used in mental health service delivery.
* Experience in working in cross cultural settings, especially with First Nations People and priority populations.
* Experience in working in a trauma informed and recovery-oriented service, with individuals experiencing complexity.
* Excellent stakeholder engagement and partnership skills.
* Excellent organisational and time management skills, including the ability to prioritise and manage multiple and competing work tasks and deliver to agreed deadlines.
* Highly developed verbal and written communication skills and a demonstrated ability to work in a team within a diverse environment.
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| Personal Attributes |
| * High levels of professionalism, confidentiality, and discretion.
* Positive and collaborative team player.
* Strong leadership and coaching skills.
* Adaptability and flexibility to changing work environments and requirements.
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| Workplace Policies & Practices |
| All Open Minds employees and contractors are required to familiarise themselves with the organisation’s policies and procedures and to always abide by them.The position holder must also:• Maintain a current check for working with young people, as per the relevant state legislation.• Undergo a current and satisfactory Police Check.• Maintain a current driver’s license and have access to their own vehicle.• Maintain eligibility to work in Australia.• Participate in annual individual performance reviews and professional development planning.• Have some flexibility to travel, and to work after hours (including weekends and evenings). |

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| **APPROVED BY:** |
| Name: | Michelle Underhill | Position: | GM Integrated Mental Health QLD |

*Note: Position Description may change as business requirements change. Role tasks may be further outlined in performance review discussions throughout the year. Other miscellaneous projects, initiatives, tasks may be directed as is reasonable for the skill set of the role.*