

Position Title:	Senior Mental Health Clinician – Centralised Triage		
Department:	Referral Services Mental Health	Cost Centre:	H0500
Enterprise Agreement:	Victorian Public Mental Health Services Enterprise Agreement 2020-2024, or Medical Scientists, Pharmacists and Psychologists Victorian Public Sector (Single Interest Employers) Enterprise Agreement 2021-2025		
Classification:	Registered Psychiatric Nurse Grade 4, Social Worker Grade 3, Occupational Therapist Grade 3, Psychologist Grade 3		
Reports To:	Manager - Mental Health Referral Services		
Infection Control Risk:	Category A - Direct patient contact		

Primary Purpose

Located within the Referral Services Team, this position is responsible for providing recovery oriented and trauma informed mental health triage across the Directorate.

The team provides mental health screening assessments and directs care to the most appropriate team for assessment and treatment, or provides warm referral to an appropriate provider if mental health services are not best placed to meet the need.

Accountabilities and Key Results Areas

- Fulfil a shift leader role, providing clinical support and leadership to colleagues within the Centralised Triage team.
- Provide comprehensive mental health screening assessment and triage functions, including obtaining collateral information where appropriate, across the lifespan and to the entire catchment
- Ensure comprehensive documentation of screening register including history of referrals and concerns, current legal status and orders, assessment of static and dynamic risks
- Undertake history searched on CMI/ODS, and facilitate the provision of historic information from other service providers
- Screen for family violence, eating disorders and provide this information to the follow-up clinical team
- Based on screening assessment allocate follow-up according to Victorian Mental Health Triage Response categories
- Input appointments into MasterCare duty work diaries in line with clinical response required.
- Make direct contact with duty workers via phone if urgent or consumer is awaiting contact in the Emergency Department
- Communicate clearly when ineligible referrals have been received and provide information on appropriate support agencies to ensure the consumer need is met
- Send written communication to referrers regarding outcome of referral if for no further action due to ineligibility or declined service
- Document all information obtained and decisions made in MasterCare screening register contemporaneously (and where appropriate, TRAK and other clinical or referral systems)
- Escalation of concerns to the Referral Services Manager
- Submit reportable contact hours per DHHS requirements
- Facilitate bed management functions (after hours) for admission to Acute Mental Health Inpatient Unit.

Generic Responsibilities and Accountabilities

Comply with all relevant legislative requirements, organisational policies, by-laws, standing orders, vision or mission statements and values including, but not restricted to:

- Attending orientation/induction or other mandatory training and relevant Health Safety updates in areas such as Fire, Emergency Responses and Manual Handling
- Infection Control policies
- Confidentiality policy and privacy legislation
- Occupational Health and Safety policies and regulations
- Guidelines of the State Services Authority including the public sector
- Employment principles and Code of Conduct
- Fire, disaster and other emergency procedures
- Smoke Free Campus policy
- Risk Management policies and guidelines
- Consumer Participation Strategy
- Current Immunisation status in alignment with South West Healthcare's Immunisation policy

- Promote the organisation in a positive manner
- Participate as a cohesive member of the health care team
- Respect the rights of individuals
- Provide a child safe environment
- Participate in Continuous Quality Improvement within the organisation
- Accept responsibility for your own personal belongings
- Respect and appropriately care for the organisation's property and equipment
- Actively participate in an annual Staff Development Review.

Key Relationships

Internal:	All Teams and Programs of the Mental Health and Wellbeing Service
External:	Sources of referral including General Practitioners, Emergency Department and Urgent Carer Centres, Victoria Police.

Position Impact

Direct Reports:	NIL
Budget:	NIL

Selection Criteria

- Appropriate tertiary qualifications, AHPRA Registration where required and/or registration with relevant board or association:
 - o Nursing
 - Registration with the Australian Health Practitioner Regulation Agency as a registered nurse; and
 - Completion of either Post Graduate Diploma in Mental Health Nursing or Masters of Mental Health Nursing (or other relevant Post Graduate Course) required; or completion of a specialist undergraduate Mental Health Nursing program; and
 - At least 5 years' experience in the provision of mental health services.
 - o Allied Health
 - Occupational Therapy – Degree in Occupational Therapy and registration with the Australian Health Practitioner Registration Agency, or
 - Social Work – Degree in Social Work & eligibility for membership of the Australian Association of Social Workers, and
 - At least 7 years' experience in the provision of mental health services, or
 - Psychology – Registration with the Australian Health Practitioner Regulation Agency as a Psychologist, and
 - Endorsement from the Psychology Board of Australia in clinical psychology, forensic psychology or neuropsychology, and
 - At least 5 years' experience in the provision of mental health services.
- Highly developed organisational skills and broad experience in the assessment of mental health concerns
- Excellent communication and interpersonal skills
- Ability to prioritise and manage own workload and perform this function for team members
- Ability to work with limited direction, be self-motivated, and provide effective problem-solving, negotiation and change management.
- Comprehensive knowledge of relevant legislation and policy directions of mental health services, including application in a community based environment.
- Demonstrated knowledge and experience in computer skills is required.
- A valid Working with Children Check is required.
- A current valid driver's licence is required.

Approvals

Employee Signature:		Date:	
Manager's Signature:		Date:	