



# Position Description

**Mental Health Clinician – Alaya House**  
Social Worker, Occupational Therapist, Psychologist,  
Mental Health Nurse

Version 2: May 2022

## Position description

<b>Position Title</b>	Credentialed / Accredited Mental Health Clinician (or eligible for same) <input type="checkbox"/> MHSW <input type="checkbox"/> MHOT <input type="checkbox"/> Cred MHN <input type="checkbox"/> Psychologist <input type="checkbox"/> Clin Psychologist	
<b>Position FTE:</b>	1 FTE	
<b>Term:</b>	Permanent, full time or part time	
<b>Rate:</b>	\$44 - \$52 per hour (plus salary packaging)	
<b>Portfolio Stream:</b>	Service Delivery – Direct	
<b>Program Streams</b>	<input type="checkbox"/> Low Intensity Stream <input type="checkbox"/> Mild – Moderate stream <input type="checkbox"/> Severe – Complex stream <input type="checkbox"/> High - Suicide Prevention Services	<input type="checkbox"/> Children’s Mental Health <input type="checkbox"/> Older persons mental health <input type="checkbox"/> MBS / EAP / Workcover / TAC <input type="checkbox"/> Head to Health
<b>PHN Region</b>	<input type="checkbox"/> Murray PHN Region	
<b>Site Location/s</b>	3A Nixon St, Alaya House, Shepparton	
<b>Employer</b>	APMHA HealthCare Ltd	
<b>Direct reporting relationships</b>	Clinical: APMHA General Manager, Service Delivery Contract / HR: APMHA General Manager, Business Operations.	

## **APMHA HealthCare Ltd**

APMHA HealthCare Ltd (APMHA) was established as a Not For Profit company in July 2019 and has evolved from the Victorian Primary Mental Health Alliance Pty Ltd. The change to a Not For Profit entity better reflected the values and benevolent focus of APMHAs mental health programs for under-served, priority populations.

APMHA provides intake, triage, allocations and clinical mental health services for a variety of funders through nominated program streams across Australia. Our focus primarily evolves around primary mental health care.

Our funders include Primary Health Networks, State Government, NDIA, MBS and others. Our partners and clients include government, community health services, PHNs, private mental health practitioners, community and private sector organisations and various peak bodies.

APMHA is governed by a Senior Leadership Team, an Executive Team and a Board of Management.

APMHA has three critical Board Committees which provide an avenue for input and advice by the senior leadership team into strategy and business development. These committees include:

- Executive and Leadership Committee
- Clinical Governance Committee
- Finance, risk and audit Committee

### **The APMHA HealthCare Model:**

APMHA offers employed, secondment and sub-contract arrangements for clinical and non-clinical workforce it engages to ensure a national footprint of highly qualified mental health professionals. APMHA HealthCare has developed a Service Delivery Framework to reflect a Stepped Mental Health Model of care which sets out the strategic direction of the Company, the funding it has been awarded and the partnerships it has forged.

APMHA has developed relationships with providers who focus on health promotion through to acute services, to ensure the mental health stepped care is realised and clients are linked and transitioned within a seamless system and minimisation of duplication of service delivery.

### **About stepped mental health care:**

- A stepped care approach to mental health promotes person centred care which targets the needs of the individual. It recognises that the individual's needs may change at any time and allows for flexibility for people to move across service levels to support their recovery.
- In a stepped care approach, a person presenting for support, is matched to the intervention level that most suits their current need. An individual does not generally have to start at the lowest, least intensive level of intervention in order to progress to the next 'step'. Rather, they enter the system and have their service level aligned to their needs.
- Clients receive care commensurate to need, this being determined by the health professional in consultation with the client and the client's GP.

The key features of the APMHA service delivery framework are:

- Timely response to referrals and allocation to an appropriately skilled and located provider
- Provision of evidence based therapeutic interventions for severity / acuity step type and presentation

- Allocation of service sessions commensurate to need (acuity / complexity - risk stratification)
- Collaboration and partnership with general practice
- Integrated care approach focusing on the client’s trajectory for recovery
- Transition of clients up / down stepped mental continuum seamlessly and supported

**IN OUR WORK WE VALUE:**

- Lived Experience
- Collaborative Leadership
- Community
- Integrity
- Respect
- Innovation through passion

**VISION**

An accessible primary mental health service working in collaboration to support people with a mental illness to reclaim wellbeing and live a contributing life.

We will achieve our Vision through a commitment to embrace and live our Values.



**People with lived experience**  
 People with lived experience are the heart and soul of our Company. They are the reason we are here and we are honored to walk alongside them.

**Collaborative Leadership**  
 We believe in the power of working together in a collaborative way. Every function and every role is as important as each other.

**Community**  
 We are proud to work closely and be part of all communities we work and live in. We embrace and welcome all cultures, diversity and individuality.

**Integrity**  
 We do what is right. We are honest and ethical, worthy of trust of others. It is the price of entry to our Company and will guide our decision making.

**Innovation through passion**  
 Passion and creative thinking inspires innovation in our service delivery. We seek and value team input into service improvement which provides meaningful benefits to our clients.

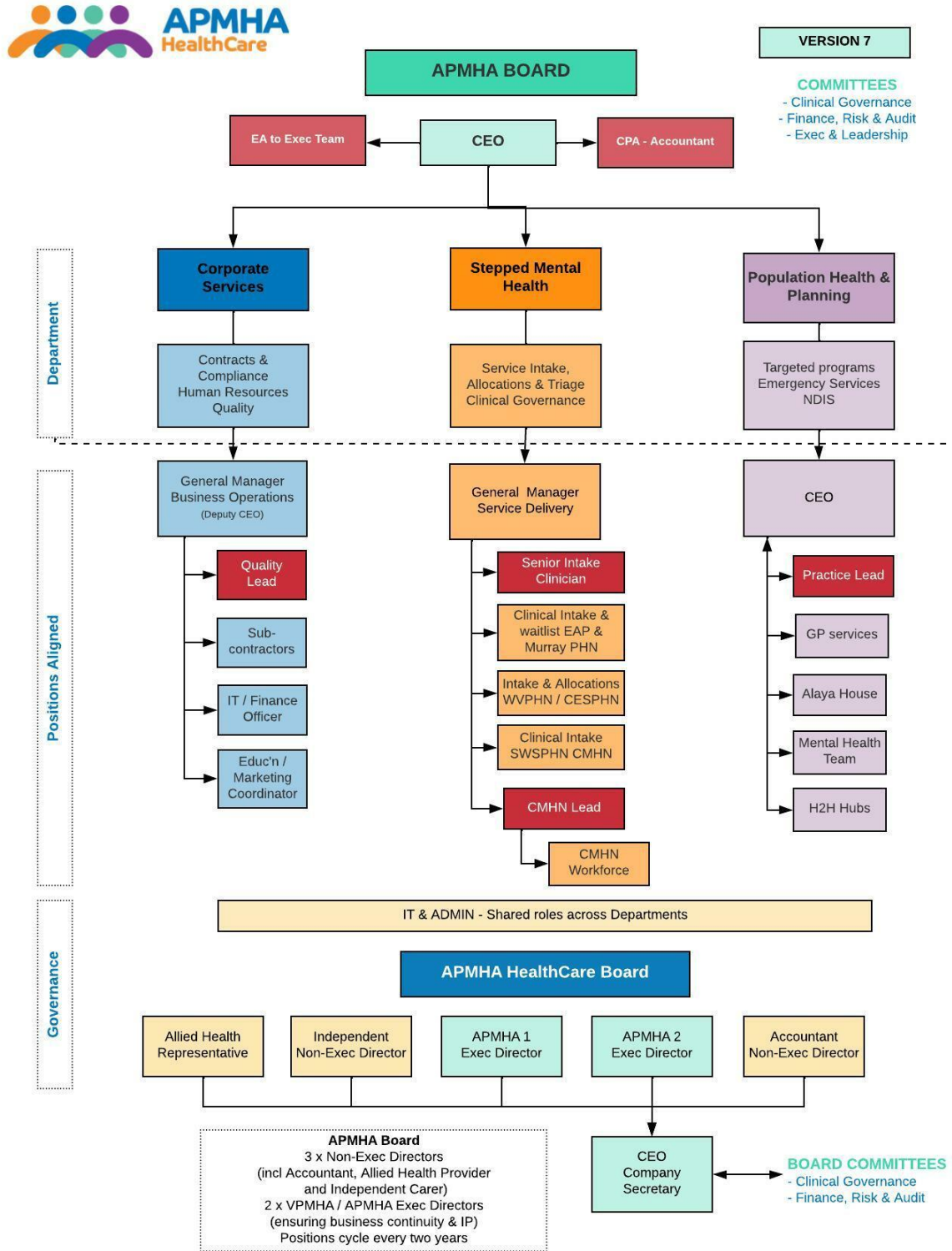
**Respect**  
 Respect guides the way we operate at all levels, with clients, partners, funders, stakeholders, the community and our staff.

At APMHA we don't just value diversity we celebrate it. We are committed to providing an inclusive working environment that embraces all individuals.  
 Our Vision is to be the leading primary mental health service across Australia. We will achieve this through a commitment to embrace and live our Values

**MISSION**

To lead primary mental health care through the delivery of accessible, high-quality services in partnership with the client, supporting their mental health, wellbeing and facilitated recovery

Company website: [www.apmha.com.au](http://www.apmha.com.au)



## Position purpose and context

<p><b>Position purpose</b></p>	<p>This position is engaged under APMHA’s various funded programs outlined on page 2 of this position description and will work closely with APMHA clinical intake and triage team and referrers to provide support and interventions to people within the target group(s). The clinician will be based at APMHA’s mental health wellness Hub, Alaya House, in Shepparton.</p> <p>The credentialed or accredited mental health clinician will perform duties as outlined in the relevant Program Guidelines for people experiencing mental illness across a range of acuity.</p> <p>The position will ensure high quality, flexible and holistic support is provided to people who may be experiencing psychological distress or mental ill-health, including evidence-based treatment for mental illness and Alcohol and other Drug (AOD) issues in the Goulburn Valley area of Victoria (Murray PHN region), as part of the Head to Health program.</p>
<p><b>Key outcomes</b></p>	<p>The key outcomes our Mental Health Clinicians (MHC) are expected to implement under contracted programs are:</p> <ul style="list-style-type: none"> <li>• <b>For people with mild to moderate mental illness:</b> Provision of individual psychological services to the identified target groups.</li> <li>• <b>For people with severe and persistent mental illness:</b> Provision of specialist clinical services and clinical coordination for clients with severe mental disorders.</li> <li>• <b>For people with high need, non-acute:</b> suicide prevention response: rapid response to people identified at being at mild-moderate risk of suicide.</li> <li>• <b>For people accessing Head to Health program:</b> Provision of a range of services with clients identified at IAR Level of Care 2 (low intensity), 3 (mild-moderate mental illness) and 4 (severe and persistent mental illness), and supporting access to appropriate services for IAR Level of Care 1 (self-management) and 5 (acute specialist mental health services).</li> <li>• <b>For people with an NDIS Support &amp; Recovery Plan:</b> Specialist Support Coordination and Counselling services.</li> <li>• <b>Disaster Response:</b> Specialist Support and Counselling services for people impacted, affected, or retriggered by recent natural disasters.</li> </ul>
<p><b>Working relationships</b></p>	<p><b>Internal contacts</b></p> <p>This position works closely and collaboratively with APMHA:</p> <ul style="list-style-type: none"> <li>• APMHA CEO, General Managers and Leadership Team</li> <li>• APMHA Intake and Allocations Team</li> <li>• APMHA Finance and IT Team</li> </ul> <p><b>External contacts</b></p>

	<p>It is expected that this position will have direct contact with:</p> <ul style="list-style-type: none"> <li>• General Practitioners</li> <li>• State funded services (Mental Health, DHHS, Family First, Housing etc)</li> <li>• Federal funded services (MBS / NDIS)</li> <li>• Community health services (General counselling, AOD)</li> <li>• Disaster recovery services</li> <li>• Consumers and carers</li> <li>• Others as required</li> </ul>
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### Key Responsibilities:

<p><b>Clinical Service Provision</b></p>	<p><b>For people with mild – moderate mental illness</b></p> <ul style="list-style-type: none"> <li>• Provision of individual psychological services to the identified target groups</li> <li>• Provision of group-based psychological services</li> <li>• Provision of reports in relation to the progress and management of clients to all GPs and other relevant practitioners within the PHN region</li> <li>• Provision of support for carers, especially where services are provided to children and young people</li> <li>• Facilitation of referrals to other services/providers where indicated</li> </ul> <p><b>For people with severe and persistent mental illness</b></p> <ul style="list-style-type: none"> <li>• providing senior specialist clinical services for clients with severe mental disorders</li> <li>• establishing a therapeutic relationship with the client</li> <li>• regularly reviewing the client’s mental state, risk assessment and ongoing care needs</li> <li>• monitoring and ensuring compliance by clients with their medication; clinical services for clients with severe mental disorders</li> <li>• participating in case conferencing with GPs, psychiatrists and other health providers</li> <li>• provide therapeutic interventions such as outlined in relevant program guidelines.</li> </ul> <p><b>For people with high need, non-acute suicide prevention response:</b></p> <ul style="list-style-type: none"> <li>• Provision of rapid-response services to those individuals referred and identified as being at risk of suicide</li> </ul> <p><b>For people accessing Head to Health</b></p>
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	<ul style="list-style-type: none"> <li>• Initial Assessment and Referral (IAR) Level 2 – low intensity interventions, with a focus on transitioning client to local area Level 2 service provider via warm handover</li> <li>• Initial Assessment and Referral (IAR) Level 3 – interventions as above, for people with mild – moderate mental illness</li> <li>• Initial Assessment and Referral (IAR) Level 4 – interventions as above, for people with people with severe and persistent mental illness.</li> <li>• Support clients with IAR level 1 (self-management, e-health) and level 5 (acute specialist mental health services) to navigate, via warm handover, appropriate care options.</li> <li>• Consumers requiring alcohol and other drugs support.</li> </ul>
<b>Clinical and data records management</b>	<ul style="list-style-type: none"> <li>• Ensure minimum data collection, outcome scores and referrer progress reports are completed in a timely manner</li> <li>• Ensure client progress documents and care plans are updated and uploaded in APMHA clinical CRM – Fixus in a timely manner</li> <li>• Utilize the agreed Initial Assessment and Referral (IAR) Tool</li> </ul>
<b>General</b>	<ul style="list-style-type: none"> <li>• Assist with compliance as directed with contractual obligations and deliverables as contained in the various approved funding contracts</li> <li>• Contribute towards APMHA HealthCare Ltd.’s overall strategic direction including the implementation of the organisation’s values and mission statement</li> <li>• Respect the confidentiality of clients and general practice in line with the organisation’s policies, procedures, and the Privacy Act</li> <li>• Comply with the organisation’s policies and procedures.</li> <li>• Participate in the organisation’s Accreditation requirements.</li> </ul>

## Key qualifications and experience

<b>Required qualifications</b>	<p><b>Essential:</b></p> <p>The mental health clinicians are required to:</p> <ul style="list-style-type: none"> <li>• be credentialed/accredited (or eligible for credentialing/accreditation) in the field of Mental Health. (Social Work, Occupational Therapist, Mental Health Nurse or Psychologist) and registered with the Australian Health Practitioner Regulation Agency (AHPRA) or the Australian Association of Social Workers (AASW).</li> <li>• be adequately experienced in the field of mental health, and: <ul style="list-style-type: none"> <li>○ For people with mild to moderate mental illness: be trained in delivering psychological therapies currently, or recently engaged in clinical practice in that field</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>○ For people with severe and persistent mental illness: have experience and training in delivering clinical care coordination and support</li> <li>● be appropriately trained and experienced to deliver services to the identified target group(s) as indicated in contract. Training and/or experience must include:             <ul style="list-style-type: none"> <li>(i) Cultural Competency when working with <b>Aboriginal and Torres Strait Islander</b> peoples. Recognised training programs include those endorsed by the Australian Indigenous Psychologists Association (AIPA).</li> <li>(ii) Cultural Awareness, bilingual and/or experience working with interpreters when working with people from <b>Culturally and Linguistically Diverse</b> Backgrounds.</li> <li>(iii) Relevant children’s mental health training and minimum 3 years’ experience when working with <b>children</b>.</li> <li>(iv) Training and experience with Attachment Theory when working with <b>Perinatal women</b>.</li> <li>(v) Advanced Suicide Prevention training when working with people at risk of <b>suicide</b>. Recognised training includes: Black Dog Institute, Suicide Prevention Training for Clinicians provided by APS or ASIST.</li> <li>(vi) Experience and or training in older people’s mental health when delivering services to <b>older people</b>.</li> </ul> </li> <li>● Demonstrated ability to work independently and as part of a broader team.</li> <li>● Proficiency in completing MSE, clinical risk assessments and a high level of competency in working with consumers with a range of mental health issues and varying complexities.</li> <li>● Highly developed interpersonal skills and the ability to relate to clients from a diverse range of backgrounds.</li> <li>● Demonstrated ability to be flexible, respond to changing work priorities and self-manage personal professional development and workloads.</li> <li>● Demonstrated ability to collaborate with and advise, support and direct other health professionals in providing services to mental health clients.</li> <li>● Demonstrate highly developed literacy in computers and medical software and proven extensive experience establishing and maintaining appropriate and accurate case management records.</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>● Understanding of mental health within a primary care and/or community health care setting.</li> </ul>
<p><b>Pre-requisites</b></p>	<ul style="list-style-type: none"> <li>● Certification of tertiary qualifications</li> <li>● AHPRA registration (or AASW registration)</li> <li>● Registration with professional body.</li> <li>● Evidence of Right to Work in Australia if tertiary qualifications are from outside of Australia</li> </ul>

	<ul style="list-style-type: none"> <li>• Current relevant State or Territory drivers' licence and access to a comprehensively insured motor vehicle</li> <li>• Current Victorian Working with Children Check.</li> <li>• Current National Police Check (within 3 years)</li> <li>• Proof of relevant COVID-19 vaccination</li> </ul>
<b>Special conditions</b>	<ul style="list-style-type: none"> <li>• Mandatory APMHA induction.</li> <li>• Some out of hours work on weekends or evenings may be required, for example, attendance at agreed forums or meetings, for which time off in lieu may be taken.</li> </ul>
<b>Workplace health and safety</b>	<ul style="list-style-type: none"> <li>• Adherence to organisation policies and procedures relating to Workplace Health and Safety and at all times, take responsibility for own and colleagues wellbeing.</li> </ul>