

<b>Position title</b>	Access Clinician	<b>Reference</b>	hsd: Access
<b>Award &amp; Classification</b>	Award: HPSS Level: 3	<b>Reporting to</b>	Team Leader Access
<b>Location</b>	Casuarina	<b>Cost Centre</b>	3410
<b>Section</b>	Mental Health	<b>Program</b>	headspace Darwin
<b>Approved</b>	Executive Manager Mental Health	<b>Date</b>	23 February 2018

## Agency Statement

Anglicare NT is a respected provider of quality human services across urban, regional and remote areas of the Northern Territory. Our values of Integrity, Fairness, Respect, Community and Hope are demonstrated through our commitment to strength-based practice, cultural respect, child safety, social justice, community development and partnerships. We aim to make a sustainable difference in the lives of Territorians. Anglicare NT is an agency of the Anglican Church of the NT, formed to respond to the social needs of our diverse communities. We are a member of the Anglicare Australia network.

## Purpose of the Position

You will provide effective engagement, screening, assessment, referrals, brief interventions and coordinated care for young people aged 12-25 years whom are referred to headspace Darwin. As one of the first points of contact for young people accessing headspace Darwin, you will build a positive rapport with a wide range of young people, as well as their family, friends and a range of external stakeholders. You will be skilled at assessing the needs of young people, including complex risk assessments and have the ability to action safety plans.

You will work as part of a multidisciplinary team, including psychiatrists, nurses, allied health clinicians, community engagement workers and support staff as well as the local community and health services to provide holistic and integrated care.

You will uphold the values of Anglicare NT and provide quality services within the scope of the position and associated delegations.

## Selection Criteria

### Position specific requirements

1. Tertiary level qualification in a mental health discipline (for example psychology, nursing, occupational therapy or social work) as well as current/full registration to a regulatory body; for example, APHRA or, for social workers, AASW.
2. The ability to undertake intake and screening activities, including comprehensive bio-psycho-social assessment to determine young people's needs.
3. Experience in conducting risk assessments and developing safety plans to help manage these risks.
4. The ability to be able to deliver brief therapeutic interventions, counselling services and treatment planning over the phone and face-to-face.
5. Experience working with young people and/or in the mental health sector in addition to working in a multidisciplinary team environment, coordinating client care and applying relevant evidence-based interventions and clinical practice.

6. Exceptional interpersonal skills (both written and verbal) with the ability to engage with a diverse range of young people and families and proactively advocate on their behalf. You will also have sound computer skills including word processing, spreadsheets and database applications.
7. Excellent organisational and time management skills, including the ability to prioritise and manage multiple and competing tasks and responsibilities.
8. Ability to work both independently and collaboratively as a productive team member, supporting your team members and contributing to a health and sustainable work environment and culture.

### **General Requirements**

1. Demonstrated commitment to working respectfully with Indigenous and culturally and linguistically diverse clients, communities and staff.
2. Demonstrated capacity and willingness to adhere to legislation, Anglicare NT policies and procedures and a commitment to EEO, WHS, risk management and quality improvement practices.
3. Northern Territory Working with Children Clearance (Ochre Card).
4. National Police Criminal History Report (less than three months old) with acceptable outcome.
5. Northern Territory Driver's Licence.
6. First Aid Certificate (or willingness to obtain if required).

### **Key Accountabilities and Responsibilities**

#### **1. Clinical Practice**

- Using a strength-based, client-centred, youth friendly approach to mental health care, conduct bio-psycho-social assessments with young people presenting to headspace Darwin.
- Complete comprehensive risk assessments with young people as well as work with them to develop safety plans for ongoing support and engagement.
- Using a 'no wrong door' approach, provide support to young people and their families seeking services or advise relating to mental health care. Consider all opportunities and pathways to provide support.
- As per operating procedures, refer young people to internal and external services as appropriate and provide follow up support (specifically for those on wait lists).
- Provide brief interventions in the form of Single Session Family Consultations with young people and their families.
- Maintain up-to-date client records and comply with data collection standards.
- Build and maintain effective relationships with key stakeholders involved in the provision of health, mental health and psychosocial services to young people, specifically teams within Top End Mental Health Services.
- Work alongside the community engagement team to represent headspace Darwin and promote the centre's services at community awareness events.

#### **2. Team Involvement**

- Being an active member of the multidisciplinary clinical team that is engaged, youth-friendly, responsive, empathic and optimistic.
- Assist in optimising the continuity of care for clients through effective integration with other teams operating within headspace Darwin. Develop and maintain strong links at the clinical level with relevant mental health and other community services.

- Maintain high quality clinical skills through involvement in direct service delivery and assist others in the team as required.
- Develop and maintain a working environment conducive to a high standard of contemporary evidence based clinical practice.
- Be available as required to ensure resources and rosters are sufficiently flexible and efficient to meet workflow demands and assertive engagement. This may include backfill in the wider headspace Darwin service for other clinicians on leave or to assist with functional recovery groups.
- Contribute to a healthy, supportive and engagement workplace culture.

### Other Duties and Requirements

- Comply with Federal, NT and Local Government legislation, regulations, permits and / or by laws.
- Adhere to Anglicare NT delegations, policies and procedures and general conditions of employment.
- Model Code of Conduct by working cooperatively and effectively with clients, colleagues, management and external stakeholders.
- Comply with funding contracts, operational guidelines, budgets, approved work plans, data collection, reporting requirements and task directives.
- Comply with Anglicare NT's WHS requirements – remain vigilant about the potential for client / customer related behavioural risks and contribute to a safe working environment.
- Support organisational activities linked to Anglicare NT's Reconciliation Action Plan (RAP) including undertaking Aboriginal and Torres Strait Islander cultural competency training.
- Maintain confidential client, personnel and organisational information in line with legislative and organisational requirements.
- Work collaboratively with team members to address service improvement requirements resulting from client complaints, stakeholder feedback and / or internal or external evaluation processes.
- Keep up to date (read) with emails, staff meeting records, AngliShare (intranet) updates and maintain your knowledge of policy and procedures.
- Contribute to organisational planning and review days, promotional activities, key events and quality improvement and accreditation processes as required.
- Participate constructively in supervision, performance reviews, professional development and training as required.
- Maintain attendance, leave and higher duty records in accordance with Anglicare NT's procedures and lodge within specified timeframes for each pay period.
- Other suitable duties as directed from time to time within skill set, knowledge and scope of practice.

### Delegation of Authority

Expenditure, Operational / Administrative, Personnel, Management and Legal – as per current Delegation of Authority Schedule (endorsed by the Board and periodically updated).