

Position Title	Clinical Director	Reference	HSD.CD:DWN
Engagement	Part Time	Last reviewed	27 November 2014
Tenure	Limited Tenure (June 30 th 2016)	Hours	30.4 per week
Operational Reporting to	Executive Manager Mental Health and Wellbeing (MHWB) within a Dual Governance Framework	Location	Darwin
Clinical Reporting	Clinical Governance Sub-Committee (Chair) of the Anglicare NT Board	Cost centre	Dual Funding Source 3400 & 3410
Division	Mental Health	Section	Expanded headspace Darwin Centre
Approved by	CEO	Date	27 November 2014
Comment	<ul style="list-style-type: none"> - Anglicare NT is the Lead Agency of the enhanced headspace Darwin Centre and this position forms the Clinical Leadership for the entire program and partners with the of the Operations Director as the Leadership team for headspace including the headspace Youth Early Psychosis Program (hYEPP). - This position provides clinical oversight and guidance to clinical teams and is provided with a retainer to offset On Call requirements. 		

1. AGENCY STATEMENT

Anglicare NT is a respected provider of quality human services across urban, regional and remote areas of the Northern Territory. Our motto Respect Fairness and Community articulates our values of cultural respect, social justice and partnerships. As an organisation we are committed to child safe, strength based and community development practices. Join us in making a lasting difference in the lives of Territorians. Anglicare NT is the community services agency of the Anglican Church in the Northern Territory and member of Anglicare Australia.

We voluntarily undertake that all our staff and volunteers have criminal history checks, working with children checks and complete the safeguarding children training upon commencement with Anglicare NT, as we value the rights of children and young persons.

2. PURPOSE OF THE POSITION

The Clinical Director is responsible for providing clinical leadership and guidance to all clinical teams operating through the enhanced headspace Darwin Centre* to ensure there is appropriate and flexible intake, early intervention, responsive, and recovery focused treatment and intensive case management within a bio psychosocial framework for young people aged 12 – 25 years; in particular for those who are at high risk of, or experiencing a first episode psychosis.

To lead the organisational and clinical implementation and roll out of the new headspace Youth Early Psychosis Program (hYEPP) in Darwin, which is planned to be fully operational by 1 July 2015, with an initial service commencing in the first quarter of 2015. This is a unique and exciting opportunity to build, lead and integrate a new early intervention program for youth in the Northern Territory (Greater Darwin), with an existing successful Primary Care headspace program run by Anglicare.

* Note the term enhanced headspace Darwin Centre incorporates the existing headspace Darwin Primary Care and Community Education Service and the new headspace Youth Early Psychosis Program (hYEPP).

3. SCOPE - The Clinical Director will:

- 3.1 Provide clinical leadership and governance across all clinical services provided through the enhanced headspace Darwin Centre.
- 3.1 Work in partnership with the Operations Director (Centre Manager) to ensure the enhanced headspace Darwin Centre clinical governance, policies, procedures and practices are in line with the headspace Clinical Governance Framework, hYEPP Model Guidelines, the Australian Clinical Guidelines for Early Psychosis and National Mental Health Standards, along with meeting legislative, contract and Anglicare NT requirements.
- 3.2 Report in a dual governance model to the Executive Manager, Mental Health and Wellbeing for Operational stream and to the Clinical Governance Sub-Committee of the Board of Anglicare NT for the Clinical stream.
- 3.2 Provide early intervention, responsive evidence based practice to achieve safe, effective efficient coordinated care for young people & their families/carers who are at risk of or who are experiencing first episode psychosis.
- 3.3 Directly provide comprehensive, mental health assessment, acute treatment and home based community treatment consistent with the EPPIC model of care with the focus on reducing the duration of untreated psychosis (DUP) for young persons.
- 3.4 Work collaboratively with Senior Medical and Mental Health Clinicians across the service to promote comprehensive evidence-based psychiatric care that is youth friendly, safe, effective, and of a high standard.
- 3.5 Maintain productive relationships with the Anglicare NT, Community Advisory Group, hNO, Top End Mental Health service, and key stakeholders and fulfil internal and external reporting requirements.
- 3.6 Participate in peer review, support and professional development activities as required by the RANZCP.
- 3.7 Provide direct supervision, meeting the requirements for RANZCP for Psychiatric Registrars working within headspace in collaboration with Top End Mental Health Services, Director of Psychiatry.

National context

The Australian government funded the formation of the headspace, National Youth Mental Health Foundation in 2006 to provide more integrated and coordinated responses for young people across primary care, mental health, alcohol and drugs, and social, educational and vocational issues.

In conjunction with Lead Agencies and local consortiums the Foundation will have established 90 headspace centres across Australia by the end of 2015. The Foundation continues to diversify and in 2011 e-headspace (a phone and online clinical service) was introduced, 2012 saw the national School Support unit assisting secondary schools affected by suicide and in 2013 the current roll out of the EPPIC model to other states and territories began; acknowledging the key role of early intervention in averting or minimising the impact of psychotic disorders on young people. Darwin has been selected as one of the sites for the implementation of the hYEPP.

The enhanced headspace Darwin Centre is comprised of:



1. The **existing headspace Darwin service**, established in 2008, provides a range of early intervention youth mental health responses including clinical, counseling and support services to young people

aged 12-25 years. Well-developed culturally inclusive youth participation, community education and partnership development initiatives are features of this successful service. Within the expanded headspace Darwin Centre this suite of activities will be known as the Primary Care & Community Awareness Team.

2. The **hYEPP** will provide early intervention, responsive, and recovery focused care for young people aged 12-25 years who are at ultra high risk of (UHR) or experiencing a first episode psychosis (FEP) as based on the EPPIC model of care. The overall aims of clinical care within the hYEPP are to:
 - ✓ Detect early those young people who are experiencing, or at risk of, a first episode psychosis;
 - ✓ Reduce the duration of untreated psychosis in order to minimise the impact of a first episode of psychosis on the normal developmental trajectory of the young person;
 - ✓ Intervene early and effectively with young people at risk of a first episode of psychosis to prevent the onset of psychotic illness;
 - ✓ Provide a responsive and seamless access to service for young people and their family/significant others with early psychosis and first episode psychosis; and
 - ✓ Enable both symptomatic and functional recovery from a first episode psychosis.

Within the enhanced headspace Darwin Centre, the hYEPP is comprised of the integrated Continuing Care and Mobile Assessment & Treatment Team (CC/MATT) and the Functional Recovery Team (FRT) which will incorporate Clinical group programs, youth and family/carer participation, peer support and vocational & education assistance. *Note this is a scaled down version of the full EPPIC model of care devised for a smaller population base.

3. An integrated youth friendly **de-stigmatised shared intake system** operating through a coordinated roster, using assertive and outreach engagement strategies for assessment and treatment.
4. **Multi-disciplinary teams** of Primary Care, Continuing Care/Mobile Assessment & Treatment and Functional Recovery Clinicians working in collaboration with Youth and Family/Carer Participation/Peer Support, Vocation/Education and Community Education practitioners to build an accessible and fully integrated response to the individual health, mental health and wellbeing needs of young people and their families/carers.
5. **'YouthSpace' youth advisory group** and /or other gender, age, interest or issue specific advisory, activity or support groups as required will be resourced and supported through the collective efforts of Centre staff, Peer Support Workers and youth volunteers.
6. A **Community Advisory Group** comprised of the Lead Agency, Consortium members, key stakeholders from the public mental health system, non-government agencies and youth and family /carer representatives will inform strategic directions and be an accountability mechanism at the local level.

4. KEY RESULT AREAS AND ACCOUNTABILITIES

4.1 *Implementation and roll out of the hYEPP in Darwin and integration with the existing headspace service*

Outcome

Work with the Operations Director and the Executive Manager Mental Health and Wellbeing, Anglicare NT to establish a new hYEPP program in Darwin, so that it has a competent workforce, clinical systems and processes and service level agreements with mental health and Darwin Health. Integrate this program and the existing headspace program in Darwin and be ready to see first clients by 31 March 2015 and fully operational by 1 July 2015.

This will be achieved by having:

- 4.1.1 Support change management processes and promote the vision for the integrated headspace

operations and the synergy of bringing the Primary Care and Community Education platform together with the hYEPP.

- 4.1.2 In partnership with the Operations Director and in conjunction with Project Team, support the Project Implementation Plan by providing robust clinical leadership for the service development and scale up of the hYEPP in line with the EPPIC model of care continuum and hNO requirements.
- 4.1.3 Provide strong and empathic leadership to ensure the enhanced headspace Darwin Centre operates with a culture of hope, optimism and within a recovery framework for young people and their families/carers.
- 4.1.4 Sustain the primary health focus of and actively participate in the service development and delivery of the hYEPP and ensure it operates in line with the EPPIC model of care and supports early intervention, easy access, integration of the EPPIC 16 core components, continuity of care, seamless clinical pathways and partnerships that provide high quality evidence based care for young people and their families/carers.
- 4.1.5 In partnership with the Operations Director (Centre Manager) develop, implement and participate in regular review of the clinical structure and processes and ensure these are maintained.
- 4.1.6 Develop and maintain strong partnerships with key stakeholders including Mental Health Services, Royal Darwin Hospital and Top End Health Services including the monitoring of relevant service level agreements.

4.2 Clinical Governance and practice

Outcome

In partnership with the Operations Director (Centre Manager) lead quality improvement process and support the development and maintenance of best clinical practice within the enhanced headspace Darwin Centre and identify opportunities for innovation and service improvement.

This will be achieved by:

- 4.2.1 Ensuring that any statutory responsibilities of the Delegated Psychiatrist as required under the Mental Health Act are negotiated with the local relevant mental health service.
- 4.2.2 Provide oversight and direction for all treatment interventions across the Intake, Continuing Care/Mobile Assessment & Treatment Teams and all services provided through the enhanced headspace Darwin Centre; oversee the provision of supervision and professional development for medical staff and ensure that medical and psychiatric treatments delivered are of a high standard and consistent with evidence-based practice.
- 4.2.3 Provide psychiatric assessment or oversight of via psychiatric registrars, of all new referrals to the CC/MATT and attend clinical review meetings to ensure appropriate treatment interventions are incorporated into treatment planning, provide expert consultation and leadership to the multi-disciplinary team.
- 4.2.4 Provide secondary consultation and supervision with psychiatric registrars and the provision of direct clinical care to a reduced caseload of young people within the CC/MATT.
- 4.2.5 Provide a secondary consultation service to key stakeholders in relation to possible UHR or FEP.
- 4.2.6 Ensure the provision of crisis response and home based community treatment for assessment and engagement of for young people and their families.
- 4.2.7 Develop and implement clinical guidelines and processes based on the headspace Clinical Governance Framework, the Australian Clinical Guidelines for Early Psychosis, National Mental Health Standards and legislative, contract, and Anglicare's organisation requirements.
- 4.2.8 Arrange and monitor inpatient mental health admissions if necessary when community-based treatment options are not able to be safely sustained. (Visiting rights and credentialing may need to occur with Top End Mental Health Services and via the Service Level Agreement).
- 4.2.9 Lead and implement the clinical risk management framework within the enhanced headspace

Darwin Centre and ensure any risk management recommendations are implemented.

- 4.2.10 Lead and facilitate appropriate incident reviews within the enhanced headspace Darwin Centre and ensure any high risk areas of clinical services are periodically reviewed and actively managed to reduce risk.

4.3 Build and manage key stakeholder relationships

Outcome

Assist in negotiating service level agreements with the key mental health and general health agencies in Darwin to ensure that hYEPP clients have the necessary access to acute care facilities and services when required. Ensure these agreements build and maintain ongoing and effective partnerships and relationships that will meet the needs of at risk youth in Darwin.

This will be achieved by:

- 4.3.1 Provide expert consultation and liaison with other mental health services and service systems regarding the acute mental health needs of young people, particularly for early psychosis.
- 4.3.2 Work in partnership with the Executive Manager, MHWB and Operations Director (Centre Manager), Senior staff and hNO to develop effective interfaces and partnerships for ongoing service development and innovative practice.
- 4.3.3 Provide leadership to develop partnerships and Service Level Agreements across primary care, government departments and community based service systems as appropriate for the role.

4.4 Staff development and leadership (Clinical Leadership)

Outcome

Work with the Operations Director to recruit, develop and lead an expert team of clinical staff capable of providing the most effective care to youth at risk of developing a first episode psychosis in Darwin. Build a high performing work culture, which builds strong integration links and bridges with the existing headspace staff and programs in Darwin.

This will be achieved by:

- 4.4.1 Maximise the effective use of clinical resources across the enhanced headspace Darwin Centre, including active participation in recruitment of all clinical personnel. Promote the unique and flexible approach needed for all staff to work in a specialist clinical service for young people and their families.
- 4.4.2 Monitor output by the medical workforce and ensure they have the appropriate level of supervision and access to training and mentoring to make assessment, referrals and treatment plans with the framework of the hYEPP model.
- 4.4.3 Undertake regular medical workforce meetings and supervision as required by the RANZCP, in addition to ensuring all clinical staff receive suitable and regular clinical supervision along with the multi-disciplinary team participating in regular clinical intake and clinical review and treatment planning meetings. .
- 4.4.4 Foster high quality education and training programs within the enhanced headspace Darwin Centre and ensure staff are knowledgeable and work from current evidence based practice.

4.5 Research and best practice

Outcome

Develop and maintain research and teaching linkages to relevant educational bodies and research partners to the benefit of young people, their families/carers and the Centre. Focus on building a learning organisation for hYEPP as part of a management development focus for staff.

This will be achieved by:

- 4.5.1 Provide and promote the collection of relevant data to illustrate best outcomes for young people and their families/carers.
- 4.5.2 As appropriate, develop and implement research projects which contribute to the youth mental health field and disseminate findings with the approval framework of hNO.

5 General

- 5.1 Comply with Federal, NT and Local Government legislation, regulations, permits and/or by laws.
- 5.2 Adhere to Anglicare NT Policies and Procedures and general conditions of employment.
- 5.3 Comply with funding contracts, operational guidelines, approved work plans, reporting requirements or task directives.
- 5.4 Adhere to budgets, delegation levels and administrative and data collection and entry duties, ensuring procedural requirements are met in a timely manner.
- 5.5 Comply with Anglicare NT's WH&S requirements; whilst also remaining vigilant in relation to any client/ customer related behavioural risk and contribute to maintaining a safe work environment.
- 5.6 Maintain confidential client, personnel and organisational information in line with legislative and organisational requirements.
- 5.7 Work collaboratively with the Team to address service improvement requirements resulting from client complaints, stakeholder feedback and/or internal or external evaluation processes.
- 5.8 Participate in organisational communications and development systems such as email, staff meetings, planning & review days, quality assurance and organisational promotions and events as required.
- 5.9 Actively participate in supervision, performance reviews, professional development activities and training as required.
- 5.10 Maintain time and attendance leave and higher duty records in accordance with Anglicare NT's procedures and lodge within specified timeframes for each pay period.

6 AUTHORITIES

- 6.1 Expenditure, Operational/Administrative, Personnel, Management and Legal – as per current Delegation of Authority Document (this is endorsed by the Board and periodically updated).
- 6.2 The number of direct reports (line management) is up to 5 and provides clinical supervision/oversight to multiple roles.
- 6.3 Professional or task supervision for staff and/or students will occur within this role as long as the Supervisor meets the supervision requirements of the relevant discipline and/or educational institution.

7 SELECTION CRITERIA

7.1 Inherent requirements specific to this position

The position entails regular local and periodic regional and interstate travel. This role requires clinical expertise and willingness to fulfil On Call and occasional call back duties.

7.2 Qualifications

Registration as a medical practitioner under the Health Practitioner Regulation National Law Act (2009).

Fellowship of the Royal Australian and New Zealand College of Psychiatrists.

Relevant postgraduate qualifications is desirable.

7.3 Experience, Skills and Knowledge

This position is of a very high level requiring considerable expertise and experience.

- 7.3.1 Eligibility to register for a provider number and preferably access to MBS.
- 7.3.2 Proven ability to provide professional leadership, to medical and non-medical staff, and to develop and evaluate the performance of clinical staff members.
- 7.3.3 Extensive experience at the level of Senior Consultant Psychiatrist, preferably within the youth mental health field.
- 7.3.4 Demonstrated knowledge and experience of all aspects of psychiatry with a record of successful leadership and management in the development and delivery of services, ideally in youth mental health.
- 7.3.5 Excellent interpersonal skills and the ability to communicate effectively with a multidisciplinary team, with young people, their families/carers, colleagues, senior staff, stakeholders, other service providers and the community.
- 7.3.6 Strong commitment to the youth mental health field and to the development of the headspace best practice model of care for young people at risk of, or experiencing a first episode psychosis, along with close collaboration and support to families/carers.
- 7.3.7 Comprehensive understanding of relevant legislation such as the Mental Health and Related Services Act (2002) and any other relevant legislation, plus National Mental Health Standards, government policy and the future direction of youth mental health services within the headspace platform.
- 7.3.8 Proven ability to resource the development of clinical governance systems and provide guidance on the development of written policies, procedures and clinical practices.
- 7.3.9 Demonstrated experience providing clinical in-service training and facilitating case review processes.
- 7.3.10 Proven ability to support the development of Service Level Agreements, which secure access to youth friendly inpatient beds within the Public Mental health system, sub-acute accommodation facilities and access to Private Providers.
- 7.3.11 Experience in Electronic Medical Records and meeting data collection and performance reporting requirements.
- 7.3.12 Understanding of key principles of early intervention, encouraging help seeking, 'no wrong door', stigma reduction and how to integrate primary care, specialist clinical interventions and recovery frameworks.
- 7.3.13 Demonstrated Commitment to strengthening the overall mental health system for young people, their families and carers through sector wide education/professional development, resource sharing and collaborative research.

- 7.3.14 Is culturally competent or has experience working with Aboriginal or Torres Strait Islander people. A commitment to work respectfully with young people, families/carers, staff and stakeholders from Indigenous/Culturally & Linguistically Diverse backgrounds and communities of interest in the framework of hYEPP.

7.4 Inherent requirements for all employees

As an employee of Anglicare NT you must:

- ✓ Commit to and respect the values of the organisation, uphold confidentiality, be trustworthy and adhere to the Anglicare NT Code of Conduct and Policy.
- ✓ You must uphold the principles of child safe and strengths based approaches and apply these in your day to day work and practice.
- ✓ Commit to working in a culturally inclusive workplace and the principles and practices of cultural competence and providing responsive services to the community.
- ✓ Familiarise yourself with agency information management systems and policies and procedures which will change from time to time.
- ✓ Complete and maintain documentation in accordance with organisational policies and procedures, and quality standards requirements and contribute to continuous improvement within the agency.
- ✓ Take responsibility for your own health and safety, and the health and safety of anyone else who may be affected by your acts or omissions in the workplace.
- ✓ Cooperate with management, the Work Health & Safety (WHS) Officer and WHS representatives with respect to action taken to comply with WHS requirements.
- ✓ Contribute to the WHS management system by the active identification and reporting of hazards and environmental risks.
- ✓ Understand the nature of risk and importance of risk management in an organisation.
- ✓ Have a genuine interest in working with Anglicare NT, and in the Northern Territory demonstrate a good organisational fit.
- ✓ Be solution focused, positive and have a capacity to respond effectively to challenges.
- ✓ Ability to drive, use a computer, Microsoft programs, mobile devices, undertake bending and lifting actions.
- ✓

8 Licenses, Certificates and Professional Registrations

- 8.1 Northern Territory Working with Children Clearance (Ochre Card)
- 8.2 Acceptable National/International Police Criminal History Certificate/clearance (less than 3 months old)
- 8.4 Northern Territory Drivers Licence
- 8.5 Professional current registration with the Medical Board of Australia and membership of RANZCP.
- 8.6 Approved qualifications and current eligibility to live and work in Australia

9 ACKNOWLEDGEMENT OF AGREEMENT

After reading and discussing this document with Anglicare NT's delegate I agree that:

This Position Description and attachments are an accurate and fair description of the role.

I understand the expectations and inherent requirements of the position.

I acknowledge the nature of the position and the operating context within which I will work.

Employee signature: _____

Employee name: _____ Date: _____

Witness signature: _____

Witness name: _____ Date: _____

Position: _____