

## POSITION DESCRIPTION

<b>Position:</b>	Psychiatric Nurse – Inpatient
<b>Division:</b>	Nursing Services
<b>Unit:</b>	Mental Health
<b>Enterprise Agreement</b>	VICTORIAN PUBLIC MENTAL HEALTH SERVICES ENTERPRISE AGREEMENT 2016-2020
<b>Reports to:</b>	Nurse Unit Manager

### MILDURA BASE PUBLIC HOSPITAL

Mildura Base Public Hospital (MBPH) was established as a new entity in September 2020. MBPH is a leading healthcare provider in the north west of Victoria, known for its high level of professionalism, quality care and community engagement.

MBPH provides a range of acute services in emergency, maternity, intensive care, rehabilitation, community services, psychiatric in and out patient care, palliative care, renal dialysis and chemotherapy service to the people of North West Victoria. The hospital also provides medical imaging and pathology services.

MBPH is proud to be affiliated with Monash and La Trobe Universities for the provision of undergraduate and postgraduate Medical, Nursing and Allied Health education. Affiliations also exist with other universities for clinical placement and training.




### VISION





Your Hospital – We care.

### MISSION

Improving the health and wellbeing of our community by providing quality health services, with care, compassion and skill.

### VALUES

 Responsiveness	<p><b>Responsiveness:</b> Providing frank, timely advice to the Government; high quality services to the Victorian community; and by identifying and promoting best practice.</p>
 Integrity	<p><b>Integrity:</b> Being honest, open and transparent; acting responsibly; reporting improper conduct; and striving to earn and sustain public trust of a high level.</p>
 Impartiality	<p><b>Impartiality:</b> Making decisions and providing advice on merit and without bias, favouritism or self- interest; objectively considering all relevant facts and fair criteria.</p>

 Accountability	<p><b>Accountability:</b> Working to clear objectives in a transparent manner and accepting responsibility for decisions and actions.</p>
 Respect	<p><b>Respect:</b> Treating others fairly and objectively; ensuring freedom from discrimination, harassment and bullying.</p>
 Leadership	<p><b>Leadership:</b> Actively implementing, promoting and supporting these values. Leadership is about positive influence, inspiring and empowering others.</p>
 Human Rights	<p><b>Human Rights:</b> Making decisions and providing advice consistent with human rights; and actively implementing, promoting and supporting human rights.</p>

## POSITION SUMMARY

This position is required to undertake mental, social and physical assessments, treatment and deliver care to people with serious mental illness in the inpatient setting as well as providing support, advice and assistance for external agencies.

## KEY RESPONSIBILITIES AND DUTIES

- Provide acute assessment and treatment for clients in acute phase of psychiatric illness, psychiatric crisis or risk of serious self-harm or suicide.
- Perform all inpatient tasks in relation to clients, ensuring the implementation of treatment plans, medication management, comprehensive documentation in client files, the performance of reviews and appropriate client transfer/discharge procedures.
- Provide support, information, and education to family members, carers and significant others.
- Facilitate therapeutic engagement and psycho-education sessions to clients, carers and families, as appropriate and relevant
- Contribute to internal policy development, service development and planning, and evaluation of Mental Health Service services, in line with relevant legislation.
- Understanding of early warning signs / risk factors and symptoms of serious mental illness.
- Utilise a multi-sectorial approach in conjunction with key stakeholders, such as GPs, Psychiatric Disability Support Services and Community Health Services to achieve effective and responsive service provision for the client group/s.
- Adhere to service reporting mechanisms as appropriate including gathering of data, prepare reports to demonstrate service effectiveness, participate in continuous improvement activities.
- Contribute to Mental Health planning
- Work collaboratively with all internal and external service providers to ensure the most appropriate care and service is provided for the client.
- To continually promote MBPH Hospital mental health services to customers in the wider community and contribute to the education of the general community, other organisations and community groups.
- To protect at all times the integrity and confidentiality of information

- Demonstrate a commitment to quality and excellence in service standards by participating in quality activities and ongoing evaluation of clinical and other services delivered to clients and their families.
- Other duties as directed and required.

## GENERAL RESPONSIBILITIES

Employees are required to comply with the **Victorian Government's Code of Conduct**. All staff must ensure they comply with **policies, procedures** and standard ways of work practices when carrying out their work.

Employees are responsible to take reasonable care of their own **health and safety** and the safety of others, to cooperate with the group's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. All staff must adhere to the policies and procedures as set out in the hospital's **infection control** manuals.

All information concerning Mildura Base Public Hospital, its patients, clients, residents and staff should remain strictly **confidential**. Any unauthorised disclosure of such information may result in disciplinary action. As a Mildura Base Public Hospital employee you have a responsibility to participate in and commit to ongoing **quality improvement** activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

Any breach in compliance to any of the above general responsibilities may result in disciplinary action.

## KEY SELECTION CRITERIA

### Qualifications / Certificates

#### Essential

- Approved degree and registration in Nursing with AHPRA.
- Demonstrated experience, skill and / or knowledge in the provision of direct clinical care to people who have experienced mental illness
- Demonstrated knowledge and application of Recovery-based principles
- Highly developed verbal and written communication skills including the use of various computer programs such as Excel, Word and client management systems
- A commitment to Mental Health & Wellbeing promotion within the Inpatient unit.
- Working knowledge of the relevant Mental Health Act and associated regulatory frameworks

#### Desirable

- Relevant degree or post graduate training in Mental Health
- Cert IV in Workplace Training and Assessment or similar

#### Specialist Expertise

- Understanding of contemporary psychiatric issues.
- Highly developed clinical skills in assessment, planning and intervention including CBT, problem-solving, de-escalation and crisis management.
- Ability to undertake a consultative role in the area of mental illness, demonstrating clinical excellence and a high degree of professionalism.
- Ability to work in a multidisciplinary team, including inter/intra agency joint case work.
- High level of interpersonal skills and demonstrated ability to engage clients, and liaise and consult with relevant family members, as well as a broad range of health professionals, and community agencies
- Knowledge of, and demonstrated skills in, the techniques of assessment, crisis assessment and intervention, counselling and psychosocial rehabilitation.

- Demonstrated competence in inpatient-based assessment and management of people in the acute/crisis phase of a mental illness and people with prolonged mental illness.
- Dual Diagnosis capable; to be able to screen for dual diagnosis; where indicated, conduct a more detailed assessment that enables the development of an integrated treatment and care plan; and to be aware and able to use agreed referral pathways within and between services

## **MANDATORY REQUIREMENTS**

### **National Police Record Check**

A current and satisfactory National Police Record Check must be presented to the Division of People and Culture by all new staff prior to commencement at Mildura Base Public Hospital.

### **Working with Children Check:**

Mildura Base Public Hospital has a responsibility to provide a child safe environment. This position is a defined "child-related role" at Mildura Base Public Hospital. As such you must maintain a valid working with children check. In addition, you will be required to assist Mildura Base Public Hospital in providing a child safe environment by participating in any training or reporting required to ensure the protection of children in our care.

### **Registration with Professional Association:**

For example, AHPRA, AHRI, etc. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

### **Immunisation Requirements**

As part of your employment conditions, you will be asked to provide documented evidence of healthcare worker immunisation or immunity to communicable vaccine-preventable diseases prior to commencing employment with MBPH. If you do not provide satisfactory evidence that you have the required immunisation and you have commenced employment, consideration will be given to your ongoing employment and termination may result.

### **Drivers Licence:**

A current Victorian driver's licence is required for this position

*All Mildura Base Public Hospital sites, workplaces and vehicles are smoke free.*

*This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Mildura Base Public Hospital's discretion and activities may be added, removed or amended at any time.*