

## Position Description

<b>Position title</b>	Discipline Senior – Occupational Therapy
<b>Department / Division</b>	Mental Health/Medicine
<b>Classification</b>	Grade 4 Year 1 – Grade 4 Year 4 (HR9 – HR12)
<b>Position reports to</b>	Operational: Operations Manager Professional: Manager of Occupational Therapy RCH
<b>No. of direct &amp; indirect reports</b>	N/A
<b>Location</b>	The Royal Children's Hospital: site of incumbent's substantive role
<b>Risk category</b>	Category B - works in a patient facing setting but rarely or unlikely to have contact with blood or body fluids (or aerosols without PPE)

<b>The Royal Children's Hospital</b>
<p>The Royal Children's Hospital's (RCH) vision is A world where all kids thrive.</p> <p>RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.</p> <p>RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.</p> <p>We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <a href="https://www.rch.org.au/quality/child-safety/">https://www.rch.org.au/quality/child-safety/</a>.</p> <p>RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.</p> <p>Further information on RCH is available at <a href="http://www.rch.org.au">www.rch.org.au</a></p>

<b>ROLE CONTEXT</b>
<p>The RCH Mental Health Service is undergoing an exciting transformation and expansion as we implement the recommendations from the Royal Commission into Victoria's Mental Health System. The transformation will allow the RCH Mental Health Service to help more infants and children and their families and implement contemporary models</p>

of care that best meet the needs of the families we serve and support them to use their collective strengths for recovery and hope.

RCH Mental Health is a Level 5 tertiary Infant, Child and Family Area Mental Health and Wellbeing Service and comprises community and hospital-based services. This includes an Intake and Assessment Team, Adolescent Inpatient Unit and various specialist teams based at Parkville and three interdisciplinary outpatient teams located at Travancore, St Albans and Hoppers Crossing.

#### **ROLE PURPOSE**

You will be responsible for providing high quality tertiary mental health leadership in the discipline of Occupational Therapy across the RCH Mental Health Service (community teams and hospital-based teams). Reporting to the Operations Manager for the RCH Mental Health Service you will ensure Occupational Therapy standards and practices align with the RCH OT Department in relation to credentialing, clinical practice standards, supervision, professional development expectations, and recruitment. The successful applicant will champion the Occupational Therapy discipline, lead attraction and retention initiatives (including working to establish partnerships with universities), support the recruitment of Occupational Therapists and organise and provide high quality individual and group supervision. Discipline Seniors are part of the leadership group within the RCH Mental Health Service ensuring continuous quality improvement and contributing to training and development across the service.

#### **KEY ACCOUNTABILITIES**

##### **Provision of Care**

- Ensure the delivery of evidence-based Occupational Therapy assessment and treatment within the RCH MH Service
- Collaborate with other clinical disciplines to promote high quality inter-disciplinary care
- Work within legal and ethical obligations for excellent family focussed care

##### **Lifelong Learning**

- Actively contribute to the training and development agenda of the service and participate in the Professional Development Committee
- Participate in professional development activities to ensure that best clinical practice is maintained.
- Develop and foster a lifelong learning culture across the department and support others in developing and accomplishing professional goals and objectives.

##### **Collaborative Practice**

- Lead collaboration across multidisciplinary teams and programs
- Lead and motivate staff to strive for and achieve interprofessional team goals and shared responsibility for the provision of care
- Provide discipline-specific support to the Team Coordinators as required
- Represent Occupational Therapy at MH Discipline Seniors meetings

##### **Communication**

- Utilise excellent verbal communication and interpersonal skills with the ability to interact with and influence a variety of stakeholders to achieve mutual understanding and agreed outcomes
- Anticipate, identify and address conflict and constructively address issues by respectfully communicating with influence

- Facilitate open and effective communication across all levels of the Mental Health department and more broadly across the organisation.

#### **Continuous Improvement**

- Identify areas for continuous improvement within clinical service area, and initiates, plans and evaluates relevant service improvement activities.
- Ensure that service initiatives and research evidence are integrated into professional clinical practices, departmental work unit guidelines and service protocols as appropriate.

#### **Supervision, Leadership and People Management**

- Deliver high quality, coordinated Occupational Therapy leadership across the RCH Mental Health Service
- Ensure Occupational Therapists in Mental Health participate in and receive quality clinical supervision in line with the MH Local Standard Operating Procedure (Supervision), including completion of supervision contracts and agreements
- Provide high quality clinical supervision to Occupational Therapists and (where appropriate) students
- Development of professional capabilities of self through active participation in clinical supervision, performance appraisal, professional and self-development
- Provide leadership through modelling a high standard of professional and interpersonal skills, attitudes and behaviours
- Participate in recruitment and retention activities and strategies to grow and nurture our workforce

#### **Organisation and Planning**

- Participate in discipline-specific and broader MH program development
- Utilise excellent organisational and planning skills with ability to prioritise workload and competing demands

#### **Research**

- Identify research gaps or opportunities within the service.
- Translate evidence into practice for service

### **QUALIFICATIONS AND EXPERIENCE**

#### **Essential:**

- Hold an OT degree qualification or equivalent from an accredited course / university
- Post-graduate qualification in Occupational Therapy or a relevant field
- Be registered with AHPRA and as such have satisfied the requirements of continuing professional development and recency of practice
- Uphold the Code of Ethics, OT Australia
- Extensive clinical and team leadership experience in mental health Occupational Therapy
- Experience in providing high quality clinical/professional supervision
- Demonstrated ability to manage and mentor staff

#### **Desirable:**

- Minimum 10 years post-graduate experience in health or related field
- Demonstrated skills, knowledge and behaviours in successfully leading staff/teams and/or change initiatives through project work

- Completion of the Developmental Psychiatry Course (DPC) and/or post-graduate training in Infant, Child and Adolescent Mental Health

#### KEY SELECTION CRITERIA

- Demonstrated clinical skills and significant experience in the provision of effective and efficient care in a Child and Adolescent/Youth Mental Health Service
- Demonstrated experience in leadership and professional supervision of Occupational Therapy clinicians and students
- A commitment and evidence of evidence-based practice and continuing professional development including an ability to find and apply evidence in decision-making
- Highly developed written and verbal communication skills and inter-personal skills
- Demonstrated awareness and understanding of legal obligations when working in a Child and Adolescent Mental Health Service context in Victoria

#### OTHER REQUIREMENTS

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

#### IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children's Hospital Values:

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

#### RCH COMPACT

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other
- I bring a positive attitude to work - I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff - it all matters
- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back - I'm all in

#### **QUALITY, SAFETY AND IMPROVEMENT**

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

**The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.**

**Position description last updated**

**April 2024**