

Role Description

Position:	Community Support Worker, Te Rangiora Adult MHS Mental Health, Addictions & Intellectual Disability Service (MHAIDS) 3DHB
Hours of Work:	40 hours per week, Monday to Sunday rostered and rotating shifts (Fixed Term)
Responsible to:	Charge Nurse Manger Adult Community Mental Health Team
Location(s):	Adult Mental Health Services, Masterton

The Vision, Mission Statements and Values of each of the three DHBs are highly congruent.

Wairarapa DHB Vision:	"Well Wairarapa - Better health for all"
Hutt Valley DHB Vision:	Whanau Ora ki te Awakairangi Healthy people, healthy families and healthy communities are so interlinked that it is impossible to identify which one comes first and then leads to another.
Capital & Coast DHB Vision:	Better Health and Independence for People, Families and Communities.

Wairarapa DHB Mission:	To improve, promote, and protect the health status of the people of the Wairarapa, and the independent living of those with disabilities, by supporting and encouraging healthy choices.
Hutt Valley DHB Mission:	Working together for health and wellbeing Our mission demonstrates the Hutt Valley DHB's commitment to a cooperative way of working. This includes staff working cooperatively, working in collaboration with the people and organisations we fund, working with organisations from other sectors and working within our community.
Capital & Coast DHB Mission:	Together, Improve the Health and Independence of the People of the District.

Wairarapa DHB Values:	Respect – whakamana tangata; integrity – mana tu; self-determination – rangatiratanga; co-operation – whakawhanaungatanga; and excellence – taumatatanga.
Hutt Valley DHB Values:	‘Can do’ – leading, innovating and acting courageously; Working together with passion, energy and commitment; Trust through openness, honesty respect and integrity; Striving for excellence.
Capital & Coast DHB Values:	Innovation, Action, A focus on People and Patients, Living the Treaty, Professionalism through Leadership, Honesty, Integrity and Collaboration, Excellence through Effectiveness and Efficiency.

Context

Wairarapa DHB

Wairarapa District Health Board (DHB) is located 1.5 hours north of Wellington and Hutt Valley. It covers a large mainly rural geographic area from Cape Palliser on the south coast, to Mount Bruce in the north. Secondary hospital services are provided from the new 90 bed Wairarapa Hospital in Masterton, serving a population of around 40,000. Wairarapa DHB has a unique relationship with primary and community services to meet the needs of their population.

Hutt Valley DHB

The Hutt Valley District Health Board (DHB) is a hospital and health provider in the Hutt Valley, located 20 minutes from Wellington.

Hutt Valley DHB provides secondary and tertiary, nursing and surgical hospital services alongside community based health care. The main facility is Hutt Hospital in Lower Hutt, which has 260 beds. Hutt Valley DHB funds local health providers and works collaboratively with the community to create and support multiple health education initiatives and projects within the region.

Capital and Coast DHB

The Capital and Coast District Health Board (CCDHB) covers a region extending from Wellington to Otaki. It comprises delivery arms in primary, secondary and tertiary health. Hospital and Health Services (HHS) is primarily responsible for the hospital and health services delivered via a new Wellington Regional Hospital; a secondary and community facility at Kenepuru; a Forensic, Rehabilitation and Intellectual Disability Hospital at Ratonga Rua-o- Porirua; and Kapiti Community Hospital.

Collectively, joint services provided across the three DHBs are referred to as 3DHB in this role description.

Service Perspective

The hospital and health services of the DHBs provide a range of services, one such group of services includes Mental Health, Addictions and Intellectual Disability (MHAID) Service. The Service has over 1400 employees and annual revenue of \$135m.

MHAIDS spans three DHBs - Wairarapa, Hutt Valley and Capital and Coast DHB's -and includes local, regional, and national services. The local MHAID services are provided from multiple sites within the 3DHB sub-region – greater Wellington, Hutt Valley and Wairarapa. Te Korowai Whariki services include regional forensic and rehabilitation services covering the Central region while the intellectual disability services extend the length and breadth of the country from six bases located in Whangarei, Auckland, Cambridge, Wellington, Christchurch, and Dunedin.

The core business of the Service is the provision of quality specialist services, integrated with primary and secondary providers in the communities we serve.

The Service is committed to the underlying principles of:

- The New Zealand Disability Strategy: Making a World of Difference – Whakanui Oranga
- Te Tahuhu and the Mental Health Blueprint for Mental Health Services in New Zealand to guide and direct service design, delivery, development, and review
- Intellectual Disability High and Complex Framework
- Te Tiriti o Waitangi as the founding document of Aoteroa/New Zealand.

The Service has access to business support services including Human Resources and Finance. In addition, management and delivery of clinical services across the Service is underpinned by consultation, advice, and support from a range of cultural, consumer, and family advisors, and business, quality and organisational development personnel.

Teams' Perspective

Te Rangiora Adult Community Mental Health Team is a multidisciplinary team comprising of psychiatrists, psychologist, nurses, social workers, support worker, registered medical officer, and administration staff.

Te Rangiora provide services to residents who live in the geographical area of the Wairarapa region.

The team offers specialist services for people with moderate to severe mental health problems, and offer assessment, treatment and support to assist the individual and their whanau and other support people in their recovery journey with the aim of supporting people back to having their health care provided in primary health care services. The focus of the service is on providing evidenced based treatment interventions for those people who present with more complex needs and higher risks.

Purpose of the role

The Community Support Worker will provide assistance to clinical staff and support the clinical care and treatment for tangata whaiora / consumers.

The role will work under the supervision of registered clinicians, to support and facilitate activities and programmes for tangata whaiora/consumers.

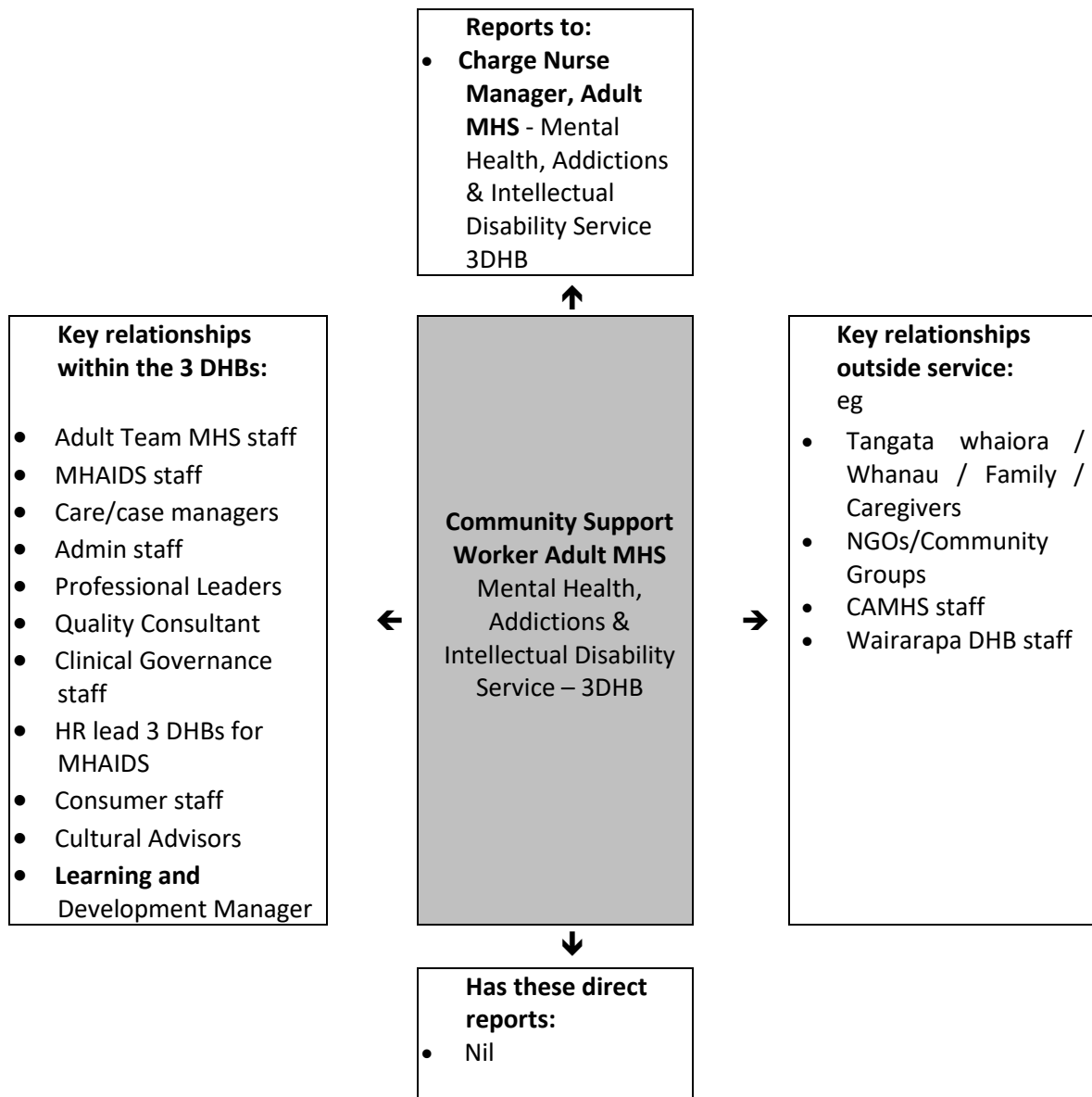
The role will work as part of the multi-disciplinary team, and participate in service planning and quality development.

Key Accountabilities

KEY RESULT AREAS	EXPECTED OUTCOMES
<p>To support clinical processes to improve the care and outcome for tangata whaiora/ consumers, their whanau and caregivers</p>	<ul style="list-style-type: none"> • Demonstrates knowledge of mental health issues and mental illness as it applies to community support work. • Works to achieve recovery goals as identified in individual recovery plans under supervision of clinical staff. • Recognises and reports signs/symptoms of changes in tangata whaiora/consumer's behaviour. • Reports back to CRRC Co-ordinator / Primary Clinician on activities and interactions with tangata whaiora/ consumers.
<p>To provide a safe environment which promotes client health and healing</p>	<ul style="list-style-type: none"> • Tangata whaiora/consumers are treated with respect and their privacy and dignity is maintained. • Cultural safety and sensitivity is demonstrated in practice. • Practice reflects knowledge and understanding of the Health & Disability Code of Patients' Rights. • Works in accordance with DHB and MHAIDS policies and procedures.
<p>To be a pro-active member of the multi-disciplinary team</p>	<ul style="list-style-type: none"> • Works in a collegial manner within the CRRC and Adult team. • Works pro actively and constructively with other team members. • Ensures a Community Support Worker perspective is represented within the multi-disciplinary team context.
<p>Liaison</p>	<ul style="list-style-type: none"> • Demonstrates knowledge of local community resources and services and provides information about these.
<p>Documentation</p>	<ul style="list-style-type: none"> • All documentation is consistent with DHB and MHAIDS policy and procedures. • Documented communication with referrers and other providers is maintained. • Progress notes are documented and kept up to date.
<p>Educational & Professional Development</p>	<ul style="list-style-type: none"> • Performance objectives and goals are monitored via annual appraisal and individual development plans. • Attends and completes DHB and MHAIDS competencies and participates in in-service education sessions.

	<ul style="list-style-type: none"> • Attends debriefing and supervision as required.
Other Duties	<ul style="list-style-type: none"> • To be available to assist with role-related duties as negotiated with the Clinical Coordinator CRRC and the Charge Nurse Manager Adult MHS.
Quality, Safety and Risk	<ul style="list-style-type: none"> • Ensures all staff/colleagues maintain adequate safety standards on the job through consultation, training and supervision. • Ensures own and others safety at all times. • Complies with policies, procedures and safe systems of work. • Reports all incidents/accidents, including near misses, in a timely fashion. • Is involved in health and safety through participation and consultation. • Actively participates in the hazard management and identification process. • Escalates Risk as per the Risk Management Policy. • Demonstrates the values of WDHB in their work.
To Act within legal boundaries and DHB policies	<ul style="list-style-type: none"> • Ensure that all records are maintained accurately and in accordance with legislation and District Health Board policy. • Provide appropriate information in accordance with the Privacy Act and other relevant legislation and District Health Board policy. • Through practice and performance demonstrate knowledge and application of the principles of the Treaty of Waitangi. • Familiarise self with the requirements of the Approved Code of Practice for the Safe Use of Visual Display Units. • Works in compliance with relevant legislation and other regulations i.e. Ministry of Health Guidelines, National Mental Health Service Specifications, Mental Health Standards etc.

Key Relationships & Authorities



Person Specification

Education and Qualifications	<ul style="list-style-type: none">• Hold or be working towards the National Certificate in Mental Health Support Work.
Experience	<p>Essential</p> <ul style="list-style-type: none">• Demonstrated ability to work within a team.• Demonstrate a commitment to continuous quality improvement. <p>Desirable</p> <ul style="list-style-type: none">• Demonstrated willingness to enhance skills through learning and development.
Awareness and Understanding of	<p>Essential</p> <ul style="list-style-type: none">• Demonstrate an awareness of the principles of the Treaty of Waitangi and their application to health.
Skills and Competencies	<p>Essential</p> <ul style="list-style-type: none">• A full current clean driver's license. <p>Desirable</p> <ul style="list-style-type: none">• Demonstrate good communication and interpersonal skills.• To be aware of own limitations and strengths. Able to identify areas for development.• Ability to work autonomously with tangata whaiora / consumers.• Sense of humour, flexibility and ability to be creative and innovative.• Calm manner and ability to make rational decisions.

The 3DHBs are committed to supporting the principles of Equal Employment Opportunities (EEO) through the provision and practice of equal access, consideration, and encouragement in the areas of employment, training, career development and promotion for all its employees.

The 3DHBs are committed to Te Tiriti o Waitangi principles of partnership, participation, equity and protection by ensuring that guidelines for employment policies and procedures are implemented in a way that recognises Maori cultural practices.

The role description will be reviewed regularly in order for it to continue to reflect the changing needs of the organisation. Any changes will be discussed with the position holder before being made. Annual objectives and performance measures will be set each year during the annual performance planning and development meeting.

Acceptance of the position implies acceptance of the position description.

Position Title	Community Support Worker - Adult MHS
Signature of Employee	
Date	