

## Position Description

<b>Position Title</b>	<u>Tihore Mai I Uta Tihore Mai I Tai</u> - Early Intervention school-based clinician
<b>Service Group</b>	Mental Health and Addiction Services
<b>Team</b>	Maternal Infant Child and Adolescent Mental Health Services
<b>Reports to</b>	Team Leader (to be appointed) - MICAMHS
<b>Direct Reports</b>	None
<b>Authority Level</b>	Nil Delegations
<b>Issue Date</b>	
<b>Approved By</b>	

### **The Bay of Plenty District Health Board**

The District Health Board's fundamental purpose is to work within the resources allocated to it, to improve, promote and protect the health of the whole population within its district, and to promote the independence of people with disabilities.

**Vision:** Healthy, thriving communities.

**Mission:** Enabling communities to achieve

**Our Values:** Compassion, All-one-team, Responsive, Excellence



The Bay of Plenty District Health Board (BOPDHB) is committed to the Treaty of Waitangi principles of Partnership, Participation and Protection, and to meaningful engagement in decision-making with Tangata Whenua at strategic, operational and service levels.

Delivering this commitment is through: the implementation of our He Pou Oranga Tangata Whenua Determinants of Health framework: respect for and promotion of our Kawa and Tikanga Māori; ensuring cultural safety; seeking to eliminate disparities in health between Māori and Non Māori. All staff have a part to play in this commitment.

### **Primary Purpose**

A Kahui Ako also known as a Community of Learning (COL) or Learning Cluster is a group of education providers working together to help learners achieve their full potential. Each

Kahui Ako sets shared goals, or achievement challenges based on the particular needs of it's learners.

The registered mental health professional works with other Kahui Ako colleagues to ensure the priority learners are identified and interventions are put into place to support their emotional and mental health needs.

<b>Core Responsibilities</b>	
<b>Outcomes</b>	
<p><b>1. Clinical Care</b></p> <p>All priority learners with mild to moderate mental health challenges receive evidence-based care delivered in a timely manner</p>	<ul style="list-style-type: none"> <li>• Assessments and interventions are provided using evidence-based modalities</li> <li>• Interventions delivered on an individual, group-based, and whanau model</li> <li>• Ensures that clinical care pathway is reviewed regularly</li> </ul>
<p><b>2. Consultation &amp; Support</b></p> <p>Clinicians act as a resource for Kahui Ako colleagues</p>	<ul style="list-style-type: none"> <li>• Coaching and mentoring of education staff</li> <li>• Provides formal training on mental health related themes to Kahui Ako stakeholders</li> <li>• Attend regular meetings with Kahui Ako Stakeholders</li> <li>• Attend regular meetings with DHB Stakeholders</li> <li>• Ensures that work skills, knowledge and professional perspectives are made available to assist Kahui Ako in a positive, proactive and professional manner.</li> </ul>
<p><b>3. Coordination &amp; Liaison</b></p> <p>Interacts collaboratively with the priority learner, family/whanau, Kahui Ako, community groups, support agency and other health professionals</p>	<ul style="list-style-type: none"> <li>• Regular liaison with key stakeholders, eg MOE, RTLB, Iwi and hapu-based providers</li> <li>• Navigation and supports referrals for priority learner and/or whanau to access other appropriate services. Eg. Specialist mental health assessment or NGO agency.</li> <li>• Completes all required referral forms and liaise with nominated services to ensure an efficient process.</li> <li>• Engages in the Learning Support Delivery model to deliver a collaborative practice approach with colleagues from the Kahui Ako and other Mental Health Services appropriately.</li> <li>• Works as an active, positive, creative and supportive team member.</li> <li>• To develop and maintain positive and effective working relationship, particularly within the local community.</li> </ul>
<p><b>4. Service Development</b></p> <p>Actively participates and contributes to service improvements in order to further develop the Kahui Ako role</p>	<ul style="list-style-type: none"> <li>• Maintain accurate data recording and meet reporting requirements.</li> <li>• To ensure ongoing evaluation activities are undertaken and findings identify trends which inform future Service development</li> <li>• Supports and encourages key stakeholders to foster innovation and creativity.</li> </ul>

	<ul style="list-style-type: none"> <li>Identifies area of unmet needs or gaps in service delivery, and actively supports key stakeholders to address this.</li> </ul>
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## Principal Accountabilities

### 1. Management of Care

- Ensures a timely response and facilitation of the smooth transition of the learner/whanau along the care pathway
- The principles and practice of culturally appropriate partnerships with service users and their families/whanau are incorporated in all facets of the treatment pathway and support and participation from Iwi/hapu, pasifika and other relevant services is expected
- Knowledge of relevant legislation including Mental Health (Compulsory Assessment and Treatment) Act 1992, Privacy Act 1993, Health and Disability Act, Health Practitioners Competency Assurance Act, and the Social Workers Registration Act
- Conducts assessment, formulation, risk management planning and takes appropriate actions in crisis situations or emergency situations or when unexpected responses or other situations occur that may compromise learner/whanau or another's safety
- Conducts accurate comprehensive assessment and formulation of clients in a variety of settings using suitable assessment tools underpinned by evidenced based knowledge
- Provides appropriate health education appropriate to the needs of the whanau, the caregiver, the education provider and relevant community member.
- Provides mental health clinical support / guidance to cross sectorial members seeking advice to establish an appropriate pathway of support for the child or young person.
- Ensures the client and their whanau / significant others are provided with appropriate information about their rights and explanation of the effects, consequences and alternatives of proposed treatment options to give informed consent according to their cultural and other preferences
- Facilitates treatment care planning in collaboration with whanau and cross sectorial members and coordinates referrals for appropriate services.
- Provides planned and appropriate care and therapeutic interventions to achieve identified outcomes and applies appropriate procedures and psychosocial skills in a competent and safe way
- Evaluates progress and outcomes against treatment goals and reflects with peers and members of the multidisciplinary team the effectiveness of the treatment
- Takes responsibility for appropriate transitions to supporting services
- Ensures documentation is current, accurate, timely and maintains confidentiality within legal, organisational and ethical requirements
- Demonstrates computer skills necessary to organise data for essential care delivery and to report data as required
- Discusses ethical issues related to the area of practice with whanau and the multi sectorial team.
- Actively uses strategies to enhance Recovery Principles and to challenge stigma and discrimination

### 2. Professional Responsibility

- Accepts responsibility for ensuring that their decisions, practice and conduct meets the standards of the professional, ethical and legal standards in accordance with relevant legislation, codes, and policies and upholds client rights derived from that legislation
- Demonstrates commitment to the Treaty of Waitangi, the application of the Treaty principles into practice, and the improvement of Maori health status
- Ensures that relevant cultural, spiritual and family relational requirements for family/whanau within the context of their wider community is taken into consideration during clinical discussions and treatments in a manner that the whanau determines as culturally safe.
- Promotes an environment that enables safety, independence, quality of life, and health for whanau
- Proactive and responsible in maintaining health and safety for whanau, staff and public through hazard identification and reporting of reportable events
- Identifies and takes into consideration the complexity of physical, social, and wider community environmental issues such as general health and infection control principles that may impact on the safety and general health of service users, colleagues and others.
- Evaluates environmental safety, completes risk assessments, hazard identification and reportable events as required
- Proactive and responsible in maintaining health and safety and protection for whanau, staff and public within legal and ethical frameworks
- Participates in In-service programmes, maintains BOPDHB and MH&AS mandatory certification and relevant training requirements and takes responsibility for own professional development.
- Evaluates the effectiveness of own care through participation in clinical supervision and seeking of assistance and knowledge as necessary
- Takes responsibility for keeping up to date with contemporary developments, maintaining own professional development and mandatory organisational training requirements.
- Contributes to the support, direction and teaching of colleagues and cross sectorial members to enhance professional development and increase knowledge of mental health.
- Participates in regular Performance Reviews and contributes to peer review
- Maintains a professional portfolio

### **3. Interpersonal Relationships**

- Demonstrates positive engagement and listening skills in therapeutic interpersonal relationships with family/whanau, and cross sectorial partners.
- Communicates effectively, positively and courteously with whanau, health team and the cross sectorial team
- Resolves problems and conflicts effectively using organisational structures and processes
- Practises in negotiated partnership with the whanau acknowledging family/whanau perspectives and supports
- Interpersonal relationships reflect the core values of compassion, positive attitude, responsiveness and excellence
- Develops and applies a repertoire of psychological and therapeutic skills such as Motivational Interviewing and other appropriate talking therapy skills to enhance the treatment of clients
- Demonstrates an ability to access and enter clinical information in organisational electronic systems and write reports and letters as appropriate.

### **4. Inter-professional Health Care and Quality Improvement**

- Engages in a collaborative service delivery approach with colleagues from the team other health services and cross sectorial partners to best meet whanau needs .
- Demonstrates ability to present referrals and crisis/acute cases for discussion at cross sectorial meetings and / or multi-disciplinary health meetings concisely, with attention to all relevant information, and participates in decision-making.
- Information documentation, communication and handover ensures effective and safe continuation of whanau care
- Develops a discharge/ transfer plan and follows up on referrals and care in consultation with whanau, other health team members, and the cross sectorial partners.
- Recognises and values the roles and skills of all members of the cross sectorial team and health care team in the delivery of care; and makes appropriate referrals to other health care teams, community services, and cross sectorial members
- Ensures that own skills, knowledge and professional perspectives are made available to assist others in a positive, proactive and professional manner
- Demonstrates knowledge of community services and resources. Establishes and maintains networking relationships with GPs, cross sectorial members, relevant government and community agencies and provides consultation as necessary and involves stakeholders in planning, provision and monitoring of services.
- Participates in continuous quality service improvement initiatives and demonstrates flexibility to adapt to service changes to monitor and improve standards
- Participates in review and audit of practice and policies based on research and evidence

A function of BOPDHB is to provide a 24-hour service. This may at times necessitate you being required to change duties or transfer to another ward or department to ensure adequate coverage.

This position description is not exhaustive and the incumbent may be requested to perform any reasonable task within the scope of the position as requested by the Line Manager. This position description will be reviewed from time to time in consultation with the incumbent.

## Key Relationships

Internal	External
<ul style="list-style-type: none"> <li>• Learning Support Co-ordinators/SENCOs</li> <li>• MOE COL Lead</li> <li>• MICAMHS Kahui Ako team leader</li> <li>• Principals and key education staff of the Kahui Ako you are working with</li> <li>• MICAMHS / Voyagers</li> <li>• Allied and Nurses Health leaders MH&amp;AS</li> <li>• Professional Advisors</li> <li>• Consumer Advisor</li> <li>• Regional Maori Health Services</li> <li>• Family/Whanau Advisor</li> <li>• Paediatric Services</li> </ul>	<ul style="list-style-type: none"> <li>• Ministry of Education</li> <li>• RTLB</li> <li>• DHB services</li> <li>• Iwi and hapu and pasifika providers</li> <li>• Primary Health Care and secondary health care organisations</li> <li>• Oranga Tamariki / Ministry for Children</li> </ul>

## Success Profile

<b>CARE Values Manaakitanga – Who am I?</b>	<b>Experience – What have I done?</b>
<ul style="list-style-type: none"> <li>• Compassion for people , empathetic, open and supportive</li> <li>• Non-judgemental, respecting each individual</li> <li>• Able to build a rapport, actively listens, shows understanding</li> <li>• Collaborative worker, able to inclusive of others, involving the person, their whanau/family, and the wider team</li> <li>• An effective communicator, work as a team member, professional, calm, willing and patient focused</li> <li>• Shares knowledge, develop self and others, will speak up about practice issues and give/receive constructive feedback</li> <li>• Self-aware, consistent, confident, flexible, pay attention to detail and plan ahead</li> <li>• Commitment to excellence</li> </ul>	<ul style="list-style-type: none"> <li>• Comprehensive clinical experience in mental health setting, working with children, young people and their whanau in other community settings independently and with a multi-disciplinary team</li> <li>• Competence in comprehensive mental health assessment, and knowledge of or skills in mental health risk assessment.</li> <li>• Knowledge of mental illness health in relation to community mental health care.</li> <li>• Knowledge of mental illness health and comorbidity of addiction problems and intellectual disability and learning difficulty</li> <li>• Clinical skills in engagement, de-escalation, conflict resolution, and problem solving</li> <li>• Clinical skills in providing individual and group interventions</li> </ul>
<b>Competencies – What am I capable of?</b>	<b>Knowledge – What do I know?</b>
<ul style="list-style-type: none"> <li>• Able to demonstrate a commitment to quality</li> <li>• Flexible, adaptable and embrace change</li> <li>• Show a professional demeanour and high level of personal integrity</li> <li>• Well-developed problem solving and critical thinking skills</li> <li>• Knowledge and understanding of research findings to support evidence based practice</li> <li>• Can utilise well-developed written and verbal communication skills</li> <li>• Demonstrate a commitment to Treaty of Waitangi</li> <li>• Committed to providing a culturally safe environment for clients and whanau</li> </ul>	<ul style="list-style-type: none"> <li>• Registered Health Professional (Scope of Practice includes Mental Health) with current practising certificate</li> <li>• Demonstrate a commitment to post-graduate study and professional development</li> <li>• Professional portfolio</li> <li>• Computer competent</li> <li>• Current valid Driving Licence</li> </ul>

You agree to demonstrate flexibility and a willingness to perform a variety of tasks to promote and support BOPDHB initiatives.

You are required to meet the Health and Safety at Work Act 2015 requirements as set out in the BOPDHB Health and Safety policies and protocols. This includes completing successfully any health and safety training provided by the BOPDHB.

You are required to maintain a standard of health which will allow for the performance of all duties and functions of the position. All BOPDHB sites are smokefree environments.

### **Philosophy and Strategic Guidance**

The service embraces an eclectic approach which includes the Recovery, Strengths Based and Crisis Resolution approaches as well as the Choice and Partnership Approach which is service user and family/whanau centred. It is expected that the incumbent will be guided by the service philosophy, relevant legislation, national strategic service directives, policies, protocols and annual business plans. This position description includes the seven Real Skills as identified by the Let's get Real framework.

### **Health Practitioners Competence Assurance Act 2003**

- You are required to maintain your current competency based practicing certificate.
- You must notify your Manager of any changes to scope or conditions on practice (determined by Regulatory Authority).
- You must complete the requirements of any competency programme.
- You must notify your employer of concerns relating to the risk of harm to the public of another health practitioner practicing below the required standard of competence.
- Know the provisions of the HPCAA as the governing legislation.

### **Social Workers Registration Act 2003**

As of 27 February 2021 all practising social workers need to be registered and hold a Practising Certificate, which must be renewed each year.

### **Vulnerable Children Act 2014**

Due to this position having contact with children and the BOPDHB's commitment to child protection, you will be subject to 'safety checks' under the Vulnerable Children Act at the time of hire and thereafter as per the relevant legislation.

### **Position Holders Declaration**

I certify that I have read, understand, and agree to this position description.

<b>Name:</b>	_____
<b>Signature:</b>	_____
<b>Date:</b>	_____