

Position Description

Frankston Local Adult and Older Adult Mental Health and Wellbeing Service

Position Title:	Occupational Therapist Grade 2
EBA / Award:	Health Professionals and Support Services – Above award, Mentis Assist EA 2018
Classification:	Grade 2
Reports to Operational:	Clinical Lead Team A
Reports to Discipline:	External
Primary Site:	Frankston
Last updated:	August 2022

Be part of a major boost to mental health and wellbeing in Victoria!

The Frankston Adult and Older Adult Local Mental Health and Wellbeing Service

The Mental Health Locals are a big and important step towards ensuring all Victorians – no matter their experience – get valuable and supportive mental health care in their community. In Frankston, Wellways, Mentis Assist and Peninsula Health are working together to provide innovative, mental health and wellbeing supports to ensure everyone can access treatment and care closer to home.

The new Frankston Mental Health Local will provide welcoming and inclusive support for people aged 26 years and over who are experiencing mental health challenges, including people with co-occurring alcohol and drug addiction treatment and care needs.

More than ever before, we are working with the local community and people who have a personal experience of mental health issues and recovery to build these services so they are the best they can be. Our services will be co-produced by consumers, carers and the local community.



Kindness and compassion

We will commit to a compassionate approach and understanding and foster a culture that strives to understand people within people exist in and have complex intersectional circumstances that can lead to psychological distress.

Respectful collaboration

We are respectful and recognise the power in our different experiences and organisations world views. We will commit to find common lexicon and definitions to reduce confusion.

Equality and equity

We will strive for equality and equity, in our approach to partnership and to the community we serve and aim to break down the barriers caused by power and privilege recognising we come together toward a common goal.

Honesty and courage

We will have robust feedback mechanisms in our model of care and governance structure to actively engage with community and participants to ensure we are meeting their needs.

Excellence and accountability

Our work will be evidence-based and we commit to continuous quality improvement processes to ensure the people using our service have excellent outcomes.

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Commitment to Reconciliation

The Frankston Mental Health Local knows that Aboriginal and Torres Strait Islander people have not always been well-served by mental health and disability organisations, and that their social and emotional wellbeing has been impacted by generations of trauma, injustice and deprivation. As partner organisations we recognise our responsibility in addressing these issues of injustice, inequality and stigma as part of ensuring our services are both welcoming and helpful for people and their families. As part of our commitment to reconciliation we are working to create culturally aware and safe services for First Nations Community Members.

Working together - how we will deliver services

The Frankston Adult and Older Adult Local Mental Health and Wellbeing Service is community led and integrated through partnership that shares power creating a responsive flexible and helpful service.

The Frankston Local will operate seven days a week, with extended operating hours to support a flexible and responsive service. The Local Service model will provide an integrated treatment, care and wellbeing support response for consumers experiencing a mental health challenge and co-occurring substance use or addiction and their family members or carers. This approach will improve capacity of individuals to engage in our community and respond to any future psychological distress.



Community

The locals will be community-led, coproduction will be the means in which we ensure a diverse range of perspectives are included in design, delivery and governance of the local ensuring it reflects, responds and is accountable to the local community it supports.

Connected

An integrated service system connected through governance (partnership, operational and clinical) systems and workforce ensures people can access the right support at the right time.

Creating capacity for citizenship

Our model of care and governance structure, has been designed to create capacity; in community, our workforce, individuals and their natural supports to recognise and respond to psychological distress and to address the barriers that impact people from participating in community and leading meaningful lives.

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Team

Reporting to the Occupational Therapist Grade 3, the Occupational Therapist Grade 2 will be part of a multidisciplinary team providing clinical care for consumers experiencing a range of mental health and wellbeing challenges. A holistic approach to supporting consumers to function enhanced wellbeing through participation in the activities and environments of their daily life. The Occupational Therapist Grade 2 will also provide support to the Graduate Occupational Therapist, and will be involved in the supervision of students.

Role Purpose

- Provide 1:1 interventions
- Provide group interventions
- Provide functional assessments
- Undertake NDIS testing
- Supervise new graduates and students

How you will make a difference

You will be part of a multidisciplinary team of mental health and wellbeing clinicians to provide a “new front door” service to all adults seeking mental health interventions within the Frankston Local Government Area.

Now is your chance to shape the future of mental health and wellbeing in Victoria to ensure that everyone is supported and included.

Key areas of accountability

Area	Deliverable
General role competency	<ul style="list-style-type: none">• Ensure familiarity with the expected standards of performance in the role and actively contribute to own personal development.• Maintain a good working knowledge of and adherence to standards and legislation relevant to the role (such as Child Safe Standards, Aged Care Act etc) and actively promote compliance to any such standards and legislation.• Complete all mandatory training by the due date.• Undertake any additional tasks as requested that reasonably fall within the scope of the position and classification.• Recognise, respond and escalate changes in the consumer’s condition• Undertake appropriate occupational therapy assessments and interventions that are informed by occupation based models (e.g. MOHO, CMOP-E)• Manage the designated caseload for the position with the support from supervisor as required• Provide relevant and appropriate interventions in a group or individual setting• Practice Occupational Therapy within scope of practice and seek assistance when required

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	<ul style="list-style-type: none"> • Provide client centred services that enhance the clients' ability to maintain their independence, autonomy and capacity to live a meaningful life • Write clear, concise reports relating to client progress • Update the team regarding client progress and follow up as required with other clinicians • Attend all team handovers and meetings • Maintain strong working relationships with multidisciplinary team • Participate in the development of NDIS packages including the contribution of OT specific assessments to support plan applications • Ensure familiarity with the expected standards of performance in the role and actively contribute to own personal development • Actively engage in clinical supervision
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Key Requirements

Area	Description
Qualification	<ul style="list-style-type: none"> • Bachelor of Allied Health • Current AHPRA Registration
Required experience	<ul style="list-style-type: none"> • At least 2 years' experience in the mental health field including acute inpatient services and /or community mental health care and clinical knowledge and skills commensurate with experience • Ability to provide supervision and support to OT graduates and students • Ability to assess occupational performance considering physical, cognitive and psychosocial aspects of the person and their environment and determine appropriate intervention in a mental health setting • Demonstrated working knowledge of the Victorian Mental Health Act (2014) and other relevant legislation. • Working knowledge of the Occupational Health and Safety Act(2004) • Prepares written documentation using clear, concise and grammatically correct language. • Ability to work autonomously as well as part of a multidisciplinary team • Committed to delivering high quality outcomes for consumers • Polite in considerate in dealing with others • Accepts responsibility for own actions • Monitors own performance. Takes an organised methodical approach to the prioritisation of tasks and regularly plans and tracks progress.

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Information technology	<ul style="list-style-type: none"> • Prior experience or willingness to learn and work with Microsoft office, Salesforce, Tableau and other applications as required. • Uses a range of software application features for word processing, spreadsheets etc.
Compliance	<ul style="list-style-type: none"> • National Police Check • Current Working with Children Check-employment • Evidence of right to work in Australia • 100 points of identification • Evidence of Booster COVID vaccination or valid medical exemption • Other vaccinations as required
Other	<p>Desirable</p> <ul style="list-style-type: none"> • Personal lived experience of mental health challenges or have cared for someone who has • Aboriginal, Torres Strait Islander and Culturally and Linguistically Diverse people are encouraged to apply

Required Values & Behaviours

	Description
Customer Focus	<ul style="list-style-type: none"> • Ensure an excellent standard of service is offered by partnering with consumers and/or carers and the community at all levels of health care provision, planning and evaluation. • Demonstrate a commitment to the consumer 'Charter of Healthcare Rights.' • Maintain a professional and friendly approach in all interpersonal communication with consumers and colleagues. • Recognise and respond to the needs and requirements of each individual consumer and/or carer.
Collaboration	<ul style="list-style-type: none"> • Build and maintain positive relationships with consumers, carers, and community members • Build relationships across the partner organisations involved in the service to support team cohesion • Build cooperation and overcome barriers to information sharing and communication across the team • Share lessons learned across the team • Create opportunities for others to be heard, listen attentively and encourage them to express their views • Seek contributions and ideas from people with diverse backgrounds and experience
Commitment to reconciliation	<ul style="list-style-type: none"> • Demonstrates commitment to reconciliation • Work towards create culturally aware and safe services for

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	First Nations Community Members
Quality and Safety	<ul style="list-style-type: none"> • Ensure consumer safety and quality of care is the highest priority. • Ensure any risks are identified and reported promptly and that prevention strategies are implemented to ensure the safety of all consumers. • Maintain a good working knowledge of the National Safety and Quality Health Service Standards, take the initiative to pursue opportunities for quality improvement, and actively contribute to the accreditation of the service being delivered. • Ensure and take all reasonable care for your personal safety and the safety of, consumers and colleagues. • Ensure any hazards or incidents identified are reported promptly and that risk controls are implemented to eliminate/reduce risks and ensure the safety of staff as well as others. • Actively participate in workplace health and safety initiatives and consult with colleagues and management in relation to issues that impact on the safety of the workplace. • Comply with all Policies and Procedures • Maintain confidentiality as per Frankston Mental Health Local policies and procedures and in accordance with relevant privacy and health records legislation. • Actively involve consumers and/or carers in quality and safety improvement activities. • Maintain up-to-date immunisation status related to own health care worker category. • Ensure that the principles of general and consumer manual handling are adhered to. • Allied health clinicians are accountable for making clinical judgements about their own practice and operating within their own capacity and scope of practice. This must be conducted in accordance with Frankston Mental Health Local, Peninsula Health Policies and Clinical Practice Guidelines as well as discipline specific standards, policies, guidelines and codes of practice.
People & Culture	<ul style="list-style-type: none"> • Create and develop a positive working relationship with team and colleagues. • Act in accordance with the 'Code of Conduct' and 'Workplace Behaviour' Policies. • Actively participate in relevant professional development.

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Performance Appraisal/Review

1. Where a new employee is appointed to this position, a review of the appointment will occur prior to the end of the six month probationary period.
2. A Performance Development Review will be conducted on an annual basis.

Position Description Authorisation

Authorised By (Relevant Director)	
Name :	
Signature:	Date:

I have read and confirm I understand the information above.

Position Incumbent Name :	
Signature:	Date: