

## Position Description

<b>Position:</b>	Primary Mental Health Practitioner
<b>Location:</b>	Central Otago
<b>FTE</b>	1 FTE
<b>Reports To:</b>	Primary Mental Health Service Manager
<b>Responsible For:</b>	Nil

### Overview

WellSouth Primary Health Network has responsibility for the provision of primary health services to approximately 300,000 enrolled patients in Otago and Southland, and contracts with Southern DHB and a number of other health funders. WellSouth is constituted as a charitable trust with a Board of 10 Trustees.

WellSouth works with health care clinicians, health care providers, Iwi and local communities to:

- Coordinate the delivery of regionally consistent high value primary care health services care across Otago and Southland that deliver real benefits to patients and the community through a range of evidence based and clinically proven health programmes.
- Improve access to primary health care for the community.
- Encourage people to take responsibility for their own health.

WellSouth has offices in Alexandra, Invercargill and Dunedin.

### Position Purpose

The position will work in a collaborative role with all providers including: PNs, GPs, allied health services, communities, community mental health teams, and appropriate secondary specialist health services, including Southern District Health Board mental health services. The position will provide clinical mental health care, including early intervention and case management/coordination of care.

The position will improve health outcomes for individuals, families/whanau and identified communities by working in partnership to inform, support, plan for and implement appropriate primary mental health care changes.

### Relationships

**Internal Relationships:** Brief Intervention Teams

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WellSouth Management Team

### External Relationships:

Consumers  
 Consumer's family/whanau and /or immediate Social support person  
 Primary Health Providers  
 Southern District Health Board Mental Health Service Staff

### Treaty of Waitangi

WellSouth is committed to its obligations under the Treaty of Waitangi. As an employee you are required to give effect to the principles of the Treaty of Waitangi - Partnership, Participation and Protection.

### Health and Safety

WellSouth is committed to achieving the highest level of health and safety for its staff. All employees are expected to take initiative and identify, report and resolve issues that may cause harm to themselves or others in the organization. As an employee of WellSouth, the health and safety of clients and colleagues, as well as your own, are your responsibility. You are expected to work safely at all times, and to actively participate in health and safety programs in your area. It is expected that you will report all accidents or potential hazards to your manager.

### Key Tasks and Accountabilities

The table below provides an overview of the key responsibilities for this position in the form of deliverables and expected outcomes. The deliverables outlined are included in, but not limited to the role.

KEY TASKS/ACCOUNTABILITIES	PERFORMANCE INDICATORS
<ul style="list-style-type: none"> <li>▪ Clinical Expertise</li> </ul>	<p>Provides clinical mental health assessment and treatment skills to ensure that individuals are provided with ongoing best practice quality mental health case management within a primary health care environment. This includes working with a multi-disciplinary team in the primary setting to plan and implement case management* care for brief intervention.</p> <p>(* In this context case management means being fully responsible for managing all aspects of the person's mental health brief intervention care while they remain an open client to the service).</p>
<ul style="list-style-type: none"> <li>▪ Consumers Health and Wellbeing</li> </ul>	<ul style="list-style-type: none"> <li>▪ Consistently works with consumers in a caring and professional manner with a focus on early detection and intervention of those consumers who present with a mild to moderate mental health disorders (DSM 1V diagnosable mental illness) and stress and adjustment related conditions within the primary health setting.</li> </ul>

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	<ul style="list-style-type: none"> <li>▪ Develops a working relationship with the consumer aimed at achieving their optimal health and wellbeing.</li> <li>▪ Displays a recognition and sensitivity in addressing bicultural issues.</li> <li>▪ Uses language and behaviour that consistently reflects and perpetuates the dignity of people with mental illness and ensure consumers are made aware of their rights and treatment options.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Clinical Competency</li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrates knowledge and skills to assess, plan and implement early intervention care in response to service users/family/whanau health needs.</li> <li>▪ Provides care based on current best practice and application of knowledge to practice assessment, decisions and interventions, as required.</li> <li>▪ Collaborates and communicates with the multidisciplinary team to coordinate and negotiate care, working across health care settings to achieve best health outcomes.</li> <li>▪ Identifies situations of clinical risk and takes appropriate actions to ensure a safe environment for service users, families/whanau and staff.</li> <li>▪ Recognises limits to own practice and consults appropriately, facilitating the service user's access to appropriate interventions and therapies.</li> <li>▪ Facilitates effective referral processes to other health care providers and support agencies and/or shared care, to meet identified health needs.</li> <li>▪ Provides liaison and consultancy for primary care providers regarding service users.</li> <li>▪ Monitors clinical outcomes/indicators and manages variance to clinical pathway, protocols or best practice guidelines.</li> <li>▪ Educates and empowers service users/family/whanau to improve knowledge of illness, self-management, prevention of complications and promotion of recovery based strengths philosophy.</li> </ul>

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	<ul style="list-style-type: none"> <li>▪ Provides accurate documentation of assessment of service user's health status, diagnosis, and the decisions made regarding interventions and referrals or follow up.</li> <li>▪ Demonstrates knowledge of, and practices in, a manner that is consistent with the Treaty of Waitangi in the provision of health care services and support to Maori service users and their whanau.</li> <li>▪ Ensures that all mental health care is provided within relevant legislation and within WellSouth mental health protocols, standards and procedures.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Clinical Service Delivery</li> </ul>	<ul style="list-style-type: none"> <li>▪ Adheres to WellSouth Service Policy when documenting referrals, assessment outcomes and communication with families and other agencies.</li> <li>▪ Provides documentation that is consistent with WellSouth Mental Health Team policy.</li> <li>▪ Formal referrals to external agencies are made to co-ordinate care for identified individuals and families.</li> <li>▪ Co-ordinates clinical care for identified individuals and families.</li> <li>▪ Communicates with families or carers regarding formal referrals from the primary to secondary sector, and coordinates and case manages transfer of client's care.</li> <li>▪ Forms part of the wider primary care mental health team by working closely with the provider arm GP liaison and early intervention services.</li> <li>▪ Identifies at risk client groups from GP practice enrolment catchment, and develops early intervention strategies including screening, assessment, and interventions</li> </ul>
<ul style="list-style-type: none"> <li>▪ Maintain good communication and interpersonal relationships within the primary health sector and Southern District Health Board</li> </ul>	<ul style="list-style-type: none"> <li>▪ Collaborates and communicates with the multidisciplinary team and provides best evidenced nursing knowledge to coordinate and negotiate care, working across health care settings to achieve best health outcomes.</li> <li>▪ Provides liaison and consultancy within general practices regarding service users,</li> </ul>

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	<p>utilising allied health providers and community groups as appropriate.</p> <ul style="list-style-type: none"> <li>▪ Contributes to the development of integrated, appropriate and advancing service delivery across the primary/secondary continuum of care through collaborative work with WellSouth, general practice teams, mental health care providers, lwi health care providers, lwi, and community groups.</li> <li>▪ Works within the expectations and standards for communication with other services, clients and families, including legislative requirements.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Professional and Personal Development</li> </ul>	<ul style="list-style-type: none"> <li>▪ Applies clinical reasoning and reflective practice to identify community and individual health needs.</li> <li>▪ Implements community planning and project skills to increase community responsiveness to health needs.</li> <li>▪ Contributes to the development of integrated, appropriate and advancing service delivery across the primary/secondary continuum care through collaborative work with WellSouth, general practice teams, mental health care providers and lwi health care providers.</li> <li>▪ Commences or continues relevant postgraduate study in relevant clinical areas.</li> <li>▪ Undertakes leadership roles such as mentor, coach, educator within the primary health provider sector and SDHB mental health teams, as necessary.</li> <li>▪ Participates in professional supervision.</li> <li>▪ Participates in annual performance review and process to identify ongoing professional development requirements.</li> <li>▪ Monitors national and international trends in the areas of clinical and professional practice.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Information Management</li> </ul>	<ul style="list-style-type: none"> <li>▪ Maintains up-to-date consumer records and adheres to administrative requirements of the service/s.</li> <li>▪ Ensures assessment findings, treatment plans and therapy sessions, recovery plans, and</li> </ul>

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	<p>clinical reviews are documented. Completes progress notes, letters to referrers, and reports promptly.</p> <ul style="list-style-type: none"> <li>▪ Ensures statistical and other clinical activity are kept according to service requirements and returns forwarded punctually, including meeting expectations arising from the reporting requirements.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Customer Satisfaction</li> </ul>	<ul style="list-style-type: none"> <li>▪ Participates in programmes to seek and update information on consumer and community needs and expectations.</li> <li>▪ Ensures consumer needs are constantly reviewed and recommend modifications to service delivery in accordance with the feedback received.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Quality Improvement</li> </ul>	<ul style="list-style-type: none"> <li>▪ Works and actively participates in the WellSouth and SDHB Quality Improvement programmes, providing a vehicle and focus for continuing quality enhancement and excellence in practice and undertake quality improvement audits as required.</li> <li>▪ Actively participates in continuous quality improvement</li> <li>▪ Communicates accurate information within stated time-frames to appropriate areas.</li> <li>▪ Undertakes and participates in audit - in professional, clinical and managerial aspects of position.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Adhere to all WellSouth policies and procedures</li> </ul>	<ul style="list-style-type: none"> <li>▪ All WellSouth policies and procedures are adhered to</li> </ul>

## Person Specification

	<b>Essential</b>	<b>Desirable</b>
<b>Education</b>	<ul style="list-style-type: none"> <li>▪ Is registered with a relevant professional body of New Zealand under the Health Practitioners Competency Act.</li> <li>▪ Possesses a current Practising Certificate, as relevant.</li> <li>▪ Possesses a current driver's licence.</li> <li>▪ Holds a relevant tertiary professional qualification, (e.g. Bachelor of Nursing or</li> </ul>	

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	<p>equivalent, completed) and preferably working towards or holds a Masters degree.</p> <ul style="list-style-type: none"> <li>▪ Holds a post-graduate qualification or equivalent in clinical area.</li> </ul>	
<p><b>Professional Experience</b></p>	<ul style="list-style-type: none"> <li>▪ Minimum of 3-4 years recent experience in mental health.</li> <li>▪ Knowledge of professional development activities within the Mental Health Sector.</li> <li>▪ Knowledge of:             <ul style="list-style-type: none"> <li>○ Mental Health Act and strategy documents including plan 2005-2015</li> <li>○ Primary Health Care Strategy 2001</li> <li>○ Health and Disability Sector Standards</li> <li>○ Mental Health Sector Standard Mental Health Recovery Approach 2001</li> <li>○ Australian and New Zealand Mental Health Clinical Practice Guidelines</li> <li>○ Health Practitioners Competency Act 2004</li> <li>○ Treaty of Waitangi and its application to the health setting.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<p><b>Specific Skills and Personal Qualities</b></p>	<ul style="list-style-type: none"> <li>▪ High standard of professional practice.</li> <li>▪ Possesses mental health and primary health assessment skills, a sound knowledge of intervention options, and an ability to implement these as a case manager.</li> <li>▪ Has an ability to work closely with others to achieve professional and service goals.</li> <li>▪ Is able to work autonomously and as a member of a team.</li> <li>▪ Recognises and addresses cultural differences.</li> <li>▪ Networking skills.</li> <li>▪ Ability to educate others informally, e.g. families, and formally, e.g. students.</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>

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	<ul style="list-style-type: none"><li>▪ Demonstrated commitment to ongoing professional development.</li><li>▪ High degree of initiative and motivation.</li><li>▪ Good organisational and interpersonal skills.</li><li>▪ Ability to communicate effectively, orally and in writing.</li><li>▪ Ability to make difficult decisions under pressure.</li><li>▪ Is resilient under stress and has strategies for dealing effectively with stress.</li></ul>	
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