

POSITION DESCRIPTION

Position Title:	Gr 2 Social Worker Inpatient Oncology, Medical and Flex
Business Unit/Division:	Allied Health and Partnerships
Award Agreement:	ALLIED HEALTH PROFESSIONALS (VICTORIAN PUBLIC SECTOR) (SINGLE INTEREST EMPLOYERS) ENTERPRISE AGREEMENT 2021-2026
Classification:	Grade 2 Social Worker, SC21 – SC24
Employment Type:	Permanent, full time 80 hours per fortnight, Tuesdays - Saturdays
Reports to:	Social Work Senior Clinicians Social Work Acute Clinical Leader Associate Director Social Work & Spiritual Care Services
Date Prepared/Updated:	25 September 2023
General Role Statement:	The Grade 2 Social Worker will provide comprehensive psychosocial assessments, intervention and discharge planning to patients of Northern Health.

ORGANISATIONAL OVERVIEW

Introduction

Northern Health is a vibrant, fast-paced workplace located in the rapidly growing northern suburbs. This is driving us to think innovatively about the needs of the population and what the health system of the future might need to look like to meet those needs. We take care of our community by providing a wide range of health services at multiple locations including:

- Northern Hospital Epping
- Broadmeadows Hospital
- Craigieburn Centre
- Bundoora Centre
- Moreland Community Team
- Broadmeadows Community Care Unit
- Broadmeadows Prevention and Recovery Care
- North Area Mental Health Service Community Clinic
- Northern Prevention and Recovery Care
- Northern Community Care Unit and,
- Noogal Clinic

We also collaborate with our partners to help expand the range of health care services offered to our culturally rich and diverse community.

As an organisation, we are shifting our focus from illness to putting a spotlight on supporting our community in 'staying well'. In order to achieve this, we are developing strong relationships with other health service providers and the community across the region, to help us think differently about the future.

Northern Health provides a dynamic working environment, with a strong culture of teamwork, safety and respect. Northern Health is proud to be an inclusive employer and aims to ensure our workforce is representative of the community.

Our Vision:

A healthier community, making a difference for every person every day.

Our Values:

- Safe – We provide safe, trusted care for our patients. We are inclusive, culturally safe, celebrating the diversity of our community.
- Kind – We treat everyone with kindness, respect and empathy.
- Together – We work together with our staff, patients, consumers and health system partners.

Our Priorities:

Northern Health has determined five strategic goal. Focussing on these goals will support us to achieve our vision and mission.

- A safe, positive patient experience
- A healthier community
- An innovative and sustainable future
- Enabled staff, empowered teams
- Engaged learners, inspired researchers

These priorities are inter-related in that success in one area is dependent on success in another. Detailed plans have been developed to support each of the priority areas.

All Northern Health employees will contribute to improving patient safety by being familiar with, and applying the National Safety and Quality Standards and criteria.

Safety, Quality and Clinical Governance at Northern Health

Northern Health is dedicated to providing the highest quality of care in the safest possible environment for every patient every time. We are focused on strengthening the safety and quality of care across the continuum, with a focus on saving lives, reducing harm and improving the patient experience.

Northern Health's safety and quality improvement activities focus on delivering the Strategic Plan and Operational Business Plans, and are supported by the Northern Health Clinical Governance and Risk Frameworks, and the Northern Health Quality Improvement Methodology.

The Northern Health Quality Management System brings together the core elements that underpin how:

- Quality and Clinical Governance is determined.
- Quality services are delivered.
- Risk is managed.
- Audit – what matters is monitored.
- Our committees monitor performance of controls put in place to ensure safe patient care.

ROLE STATEMENT

The Grade 2 Social Worker will be accountable for providing quality patient care through the application of competent clinical skills in assessment, planning, implementation of treatment and management. The role is a permanent full-time position providing Social Work services as follows:

- Flex on Tuesdays and Wednesdays, in whichever area has a staff member on leave
- Inpatient oncology/medical ward on Thursdays and Fridays, working closely with the other inpatient oncology Social Worker and the outpatient oncology Social Worker
- Responding to referrals across the hospital on Saturdays, collaboratively with the small team of weekend Social Workers, on a priority basis.

The Social Worker will work as part of a multidisciplinary team. The Social worker will respond to inpatient referrals as required and provide psychosocial assessments and interventions to patients and their family. The flex component of the role will provide opportunity to cover outpatient clinics when the regular worker is on leave. This role will require flexibility to be able to provide efficient response to referrals combined with other non-clinical components such as providing education to staff, innovation and quality improvement, participating in relevant meetings, and contributing as a member of the Acute Social Work team.

Staff may be required to travel and/or work across the sites of Northern Health. Staff may also be required to rotate to other campuses and rotate into other grade-appropriate discipline positions.

This position is responsible for:

- Responding to referrals to Social Work.
- Participating in a Quality Improvement activity
- Completing all data sets
- Contributing to Social Work initiatives

All employees:

Quality, Safety, Risk and Continuous Improvement

- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives.
- Follow organisational safety, quality & risk policies and procedures
- Maintain a safe working environment for yourself, your colleagues and members of the public.
- Maintain an understanding of individual responsibility for patient safety, quality & risk as outlined in Northern Health [Clinical Governance & Patient Experience - Trusted Care](#).
- Contribute to organisational quality and safety initiatives.
- Escalate concerns regarding safety, quality & risk to appropriate staff members, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with principles of Patient Centred Care.
- Comply with Northern Health mandatory continuing professional development requirements.
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements.
- All employees of Northern Health must comply with the health service's Staff Health / Workforce Immunisation procedure (as amended from time to time) together with any relevant State Government and Departmental directives. This requires all employees to be vaccinated for various diseases such as, but not limited to influenza and Covid-19.

KEY RESULT AREAS AND MAJOR RESPONSIBILITIES

Leadership

- Provides leadership and support to Grade 1, which promotes a safe environment, eliminating harm to patients and staff
- Actively engages in the wider multidisciplinary team, promoting team work and respect
- Provides clinically informed supervision to Social Work students and Grade 1 staff
- Actively participates in assigned portfolios, working groups, committees, etc.

Strategic and Project Management Leadership

- Participates in strategic initiatives across Northern Health
- Engages consumers in service improvement activities as per the NH Partnering with consumers plan
- Represents and escalates to the Social Work leadership team any impacts on the roles and responsibilities of the Social Work team
- Leads quality improvement activities
- Mentors project work to others in the team

Organisation-Wide Contribution

- Supports the achievement of accreditation under the National Safety and Quality Health Care Standards
- Takes an interest in organisation-wide initiatives and capability improvement for issues and topics within Allied Health scope and competence
- Participates in local and organisational wide education, activities, initiatives
- Motivates others to be involved in the above

Diversity and Inclusion

- Conducts self in a way that is respectful of others
- Supports achievement of Northern Health's Cultural Responsiveness Plan
- In collaboration with other staff, initiate and support training and events that promote diversity, inclusion and gender equity

Innovation and Culture Change

- Actively engages in organisational change and transformation processes
- Promotes a culture of person-centred care
- Respectfully responds to feedback from others
- Enable empowering environments where employees and colleagues can be themselves, raise concerns and innovate without fear of failure
- Displays an innovative mind-set

SELECTION CRITERIA

Qualifications, Registrations and Qualities

Essential

- Eligible for membership of the Australian Association of Social Workers (AASW)
- Current National Police and Working with Children History Check.
- The Staff Immunisation Questionnaire must be completed by all new employees as part of the mandatory on-boarding process. New employees are not permitted to undertake any activity that requires patient contact prior to clearance by the Staff Immunisation Nurses; this also includes evidence of having the Flu vaccination on a yearly basis and being fully vaccinated against Covid-19.

New employees with contra-indications to vaccinations or who decline vaccination are required to attend a face to face consultation with the Immunisation Nurses for appropriate documentation of their contraindications or declination. This must be completed PRIOR to commencing any work with Northern Health.

Desirable

- Post graduate qualification in relevant area of practice
- Fluency in a community language

Experience

- Significant experience in undertaking comprehensive psychosocial assessments & interventions.
- Significant experience in practicing patient centred care.
- Demonstrated experience in prioritising and independently managing complex social situations.
- Well established effective verbal and written communication skills.
- Demonstrated ability and commitment to work in a multi-disciplinary team.
- Significant experience in working in the health, disability or mental health.
- A demonstrated commitment shown to ongoing professional development.
- Dedication and demonstrated involvement to Quality Improvement.
- Experience in education, support and supervision to Grade 1 Social Workers and/or students.
- Experience working with the cultural and socioeconomic diversity of our community.

Knowledge, Skills and Behaviours

- Knowledge of the population of the Northern Region
- Knowledge of legislation relevant to working in a health service
- Extensive knowledge of relevant community services relative to health social work.
- Knowledge of processes, legislation and community services related to Child Protection, Family Violence, VCAT, Aged Care, NDIS, Elder Abuse, Homelessness and Mental Health in particular
- Skilled at safety planning especially for survivors of Family Violence
- Skilled at completing comprehensive psycho social assessments & interventions
- Skilled communicator with peers, leaders and multi-disciplinary team
- Competent computer skills particularly in word processing and internet use and the ability to learn dedicated software
- Demonstrated negotiation and conflict resolution skills
- Well-developed interpersonal and advocacy skills
- Demonstrated ability to reflect on feedback and make adaptations to practice
- Ability to respond to direction and adapt to change
- Ability to work independently, seeking out consultations appropriately

Employee Declaration

I

have read, understood and accept the above Position Description.

(Please print name)

Signature:

Date: