

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 Community Hospital
- Bundoora Centre
- Merri-bek Community Team
- Broadmeadows Community Care Unit
- Broadmeadows Prevention and Recovery Care
- Hotham Street Community Mental Health Clinic
- Northern Prevention and Recovery Care
- Northern Community Care Unit
- Noogal Clinic
- Kilmore District Health
- Women's Health Hub and,
- Mernda Community Hospital

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:

Creating a healthier future by working together, innovating and delivering great care.

Our Values:

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

Our Priorities:

Northern Health has determined six strategic directions. The directions are focused on addressing priorities for safety, sustainability, growth and innovation. They reflect our best assessment of opportunities and challenges in our current and future environment.

- Collaborate to deliver safe, efficient, effective and sustainable care in all our services
- Demonstrate our commitment to the wellbeing of our valued workforce
- Renew and strengthen our infrastructure, systems, tools and processes for financial sustainability and growth
- Innovate to shape the future of health care in Victoria
- Partner to keep people well and deliver the best possible care locally
- Drive research and education to deliver excellent care and develop the next generation of clinicians and health care leaders

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.

Commitment to Child Safety at Northern Health:

- We are committed to the safety, participation and empowerment of all children
- We are committed to the cultural safety of Aboriginal children, the cultural safety of children from a culturally and /or linguistically diverse backgrounds and to providing a safe environment for children with a disability.
- We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures
- We have legal and moral obligations to contact authorities when we are worried about a child's safety, which we follow vigorously

Family Violence and Child Safety Statement:

Northern Health is a child safe environment and is committed to protecting children from harm and abuse, in accordance with our legal obligations and the Child Safe Standards. Northern Health aims to identify and respond individuals who are at risk of child abuse and family violence and we encourage victim survivors to disclose to their health professional to seek support and safety. Northern Health has zero tolerance of child abuse and family violence, and all disclosures and safety concerns will be treated sensitively in accordance with our policies and procedures.

Northern Health actively promotes the safety and wellbeing of all individuals. We recognize and respect individual rights, identities, relationships and cultures. Our aim is to foster a trauma-informed, culturally safe and child safe environment.

Northern Health is an Information Sharing Entity (ISE) and is prescribed to the Family Violence Multi-Agency Risk Assessment & Management (MARAM) Framework and the Information Sharing Schemes. Family violence and child safety training is mandatory for our staff members and volunteers.

Essential:

- 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. 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.



POSITION DESCRIPTION

Position Title:	Key Clinician Northern Specialist Older Adults Community Service (SOACS-MH) Registered Psychiatric Nurse
Business Unit/Division:	Northern Mental Health – Older Adult Community
Award Agreement:	Victorian Public Mental Health Services Enterprise Agreement 2021-2024
Classification:	RPN3
Employment Type:	Part Time
Reports to:	Team Leader – Specialist Older Adult Community Service Program Manager, Specialist Older Adult Community
Date Prepared/Updated:	December 2025

ROLE STATEMENT

General Role Statement:

The Specialist Older Adult Community Service (SOACS-MH) is a specialist team that provides assessment, treatment and episodic rapid response for older adult consumers with a mental health diagnosis and frailty/complex comorbidities. The service will (i) provide place-based care at the level and timeliness of service appropriate to the acuity of the consumer's health condition (ii) prevent avoidable presentations to ED, (iii) reduce readmission to Inpatient units, (iv) support the transition of consumers from community living to RACF (respite or permanent residence) and to/from Inpatient admission episodes.

The Key clinician will be required to provide assessment, treatment, coordination of care and discharge planning for older persons with mental health issues, frailty and/or co morbidities who reside in their own homes (including RACFs) in the Northern region of Melbourne. In the Future this will be a 7-day per week service. This position will be required to work a rotating roster when this occurs. Staff may also be required to work/travel to other sites as required.

Clinical care:

- Provide brief interventions as well as medium to long term, depending on the identified needs of the person. Work closely with consumers, carers and wider family members or support systems to achieve positive recovery outcomes.
- Provide different contemporaneous modalities of treatment, depending on the identified needs of the person.
- Complete all required clinical documentation in a timely manner in keeping with service requirements, policies and procedures.
- Ensure all clinical records are kept up to date and are reflective of the consumer's current mental state, risk profile and recovery goals.
- Provide daily statistical data of direct service contact hours and with consumers, carers and other relevant stakeholders.
- Perform other administrative duties in keeping with the role of key clinician.
- Provide a gatekeeper role for the Acute Mental Health Units when people are in an acute phase of their mental health.
- Contribute to discipline specific practice development via discipline specific meetings and quality projects.

- Provide a discipline perspective in Clinical Review/multidisciplinary meetings and promote awareness amongst Specialist Older Adult Consultation Service of the impact of medical and psycho-social factors on consumers and carers.
- Participate and contribute to relevant Program meetings.
- Maintain a high standard of knowledge/skills in discipline-specific areas. Management and Supervision:
- Provide support with rostered roles within the team for initial assessments and tasks related to the intake / duty worker role.
- Able to work in collaboration with the multidisciplinary team, in accordance with the wellness and recovery plan goals and aims of intervention, and in consultation with the consumer, their family/carer and other relevant stakeholders.
- Have skills in provision of expert clinical mental health knowledge including but not limited to psychosocial assessment, review and administration of medications, and a holistic view of the older person's health needs and impact on mental health.
- Have practiced in a mental health setting for more than two years, and preferably have recent community experience. • Excellent communication skills which will assist them in supporting consumers to develop and utilise strategies and different treatment modalities, and to access resources and support to enhance their recovery.
- Sound working knowledge of mental health for older adults, an ability to negotiate and collaborate effectively at all levels and the capacity to work well within small teams and to work autonomously.
- Ability to prioritise risk and attend to crises appropriately.
- Occasional after-hours work may be required to assist with facilitating admissions

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's commitment to Child Safety
- 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.

KEY RESULT AREAS AND MAJOR RESPONSIBILITIES

Organisation-Wide Contribution:

- Work collaboratively with colleagues across all Northern Health teams.

- Complete accurate and timely health service data and statistical information as directed, within nominated timelines
- Provision of clinical advice and supervision to other staff of the service
- Participation in supervision, line management, orientation and support to staff of Northern Health
- Continue to learn through mandatory training and other learning activities.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Take reasonable care for your safety and wellbeing and that of others.
- Seek feedback on your work including participation in annual performance discussion.
- Speak up for safety, our values and wellbeing.
- Work in accordance with relevant policies, procedures, standards and legislation including those related to clinical or competency requirements, risk management, discrimination, equal opportunity and health safety and wellbeing
- Actively engages in the organisational change process

Diversity and Inclusion:

- Support achievement of Northern Health's Cultural responsiveness plan
- Demonstrate the Northern Health Values
- 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

Innovation and Culture Change:

- Contribute to the ongoing development and maintenance of a therapeutic environment and a collaborative team atmosphere.
- Promote a friendly, respectful and collaborative environment within the SOACS Team and across the Older Adult service.
- Enable empowering environments where employees and colleagues can be themselves, raise concerns and innovate without fear of failure

SELECTION CRITERIA

Qualifications, Registrations and Qualities:**Essential**

- Registered Nurse -Full registration with the Nursing and Midwifery Board of Australia/AHPRA Postgraduate experience in Mental health -including Post graduate certificate or diploma in mental health nursing or equivalent with preference for 5 years' experience.
- 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. 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.

Experience

- Experience of working as a clinician in either a community or inpatient mental health setting and can utilise knowledge in this role
- Passionate about consumer care and have the capacity to engage well with disenfranchised people as well as those actively seeking support
- Proven ability to undertake a range of interventions with consumers
- Capacity to clearly communicate verbally and via written documentation
- Committed to undertake professional development related to the role
- Demonstrated understanding of the issues faced by older adults with a mental illness

Knowledge, Skills and Behaviours:

- Demonstrated understanding of mental health needs for older adults and how to best meet these needs via a variety of interventions
- Ability to negotiate and collaborate effectively
- Ability to work in small teams and work autonomously once oriented to the role
- Able to prioritise risk and attend to crises appropriately
- Demonstrate effective problem solving with sound clinical reasoning and good attention to detail
- Well-developed written skills and the ability to complete comprehensive assessments and clinical documentation, including reports.
- Knowledge of the Mental Health Act and other relevant legislation. • Committed to undertake professional development related to the role.
- Contribute to discipline specific practice development via discipline specific meetings and quality projects.
- Provide a discipline specific perspective in Clinical Review/multidisciplinary meetings and promote awareness amongst Specialist Older Adult Consultation Service of the impact of medical and psychosocial factors on consumers and carers.
- Participate and contribute to relevant Program meetings
- Contribute to discipline specific practice development via discipline specific meetings and quality projects.
- Complete all required clinical documentation in a timely manner in keeping with service requirements, policies and procedures.
- Ensure all clinical records are kept up to date and are reflective of the consumer's current mental state, risk profile and recovery goals.
- Provide daily statistical data of direct service contact hours and with consumers, carers and other relevant stakeholders.
- Perform other administrative duties in keeping with the role of key clinician.
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- Provide brief interventions as well as medium to long term, depending on the identified needs of the person.
- Work closely with consumers, carers and wider family members or support systems to achieve positive recovery outcomes.
- Provide different contemporaneous modalities of treatment, depending on the identified needs of the person.

Employee Declaration

I have read, understood and accept the above Position Description.
(Please print name)

Signature: Date:

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