

Position Description

Position Title	Clinical Lead (Registered Health Professional) - BOPAS
Service Group	Adult Community Mental Health & Addictions Services
Team	BOPAS
Reports to	Team Leader, BOPAS
Direct Reports	Nil
Authority Level	Nil
Issue Date	June 2022
Approved By	Service Manager

Te Whatu Ora - Health New Zealand, Hauora a Toi Bay of Plenty

Te Whatu Ora Hauora a Toi Bay of Plenty'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

Te Whatu Ora Hauora a Toi Bay of Plenty is committed to the Te Tiriti o 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

The Clinical Lead (Registered Health Professional) provides and promotes safe, effective care using professional knowledge and skills in accordance with:

- Te Whatu Ora / Hauora a Toi Bay of Plenty policies and protocols;
- Professional Scope of Practice; and
- The partnership inherent in the Treaty of Waitangi.

The Clinical Lead (Registered Health Professional):

- Provides clinical leadership and expertise within the multidisciplinary team;
- Has high visibility and availability to other members of the multidisciplinary team;
- Coaches, guides, supports and works alongside other team members in providing direct clinical care;
- Works directly with, and provides direct treatment to, whaiora of the service;
- Holds, or works towards holding, a statutory role under the Substance Addiction (Compulsory Assessment and Treatment) Act 2017;

- Acts as a point-of-contact for the BOPAS service for those working in the wider healthsector.

Key Responsibilities	Outcomes
CLINICAL LEADERSHIP	
<p>Promotes and facilitates best practice and high quality whaiora care within the multidisciplinary team.</p>	<p>Participating in the Multidisciplinary Team</p> <ul style="list-style-type: none"> • Participates in multidisciplinary team meetings, and other clinical meetings, to ensure that decisions meet legal, professional, ethical and organisational requirements, and align with best practice. • Works alongside the multidisciplinary team to ensure the development of comprehensive risk assessments which inform clinical decision making. • Works alongside the multidisciplinary team to ensure that treatment plans are needs-led, are whaiora-centred, take account of risk management plans, and align with the ADOM. • Ensures that all whaiora are clinically reviewed by the multidisciplinary team at least once every three months, or more frequently as determined by clinical need. • Ensures that action points from clinical meetings are appropriately recorded and enacted. • Participates in the recruitment processes for Mental Health and Addictions. <p>Guiding and Working Alongside other Clinical Staff</p> <ul style="list-style-type: none"> • Provides information and other resources to the BOPAS team on best practice and new research. • Organises in-service trainings and shares own knowledge through presentations to the team and the wider health sector. • Is available to team members for advice and guidance on clinical matters. • Supports and works alongside team members who are working with whaiora who present in crisis or who have complex clinical needs. • Provides clear and appropriate guidance to team members on resolving conflicts and/ or resolving high risk situations. • Liaises with other parts of the health system to ensure that care is high quality and appropriate to the situation. • Acts as a resource for clinical staff seeking advice on substance use issues from outside the BOPAS team. <p>Working with Whaiora</p>

	<ul style="list-style-type: none"> • Practices in partnership with whaiora and acknowledges family/ whanau perspectives and supports. • Provides health education to whaiora and family/ whanau about diagnoses, treatment options, consequences of treatment and alternatives. • Role-models excellent standards of communication,documentation and clinical care.
CLINICAL PRACTICE AND PROCESSES	
<p>Promotes an environment which supports self-accountability and responsibility for effective clinical decision making and positive treatment outcomes.</p>	<p>Referrals management</p> <ul style="list-style-type: none"> • With the Team Leader, accepts and reviews new referrals into service, and determines urgency of BOPAS team response. • Liaises with referrers, referred whaiora, and family/whanau. Responds in a timely and appropriate manner to any immediate care needs which arise prior to whaiora being allocated. • With the Team Leader, allocates new referrals to team members, taking account of existing caseloadacuity, appropriate skills, whaiora’s preferences, and whaiora’s geographical location. <p>Caseload review meetings</p> <ul style="list-style-type: none"> • Organise regular, individual meetings with team members to review whaiora on their caseloads. • Evaluate Whaiora progress and outcomes againsttreatment goals and ADOM scores, towards expected outcomes. • Give support and guidance on caseload management to clinical staff, including acuity and discharge planning. • Ensure clinicians documentation meets legal, professional and organisational standards. • Ensure clinicians both accurately document all whaiora contacts in the electronic clinical notes andrecord all contacts in the electronic PRIMHD reporting system. • Ensure clinicians enter diagnoses, ADOM scores,and SCR scores into the electronic PRIMHD reporting system. <p>Substance Addiction (Compulsory Assessmentand Treatment) Act, 2017</p> <ul style="list-style-type: none"> • Holds (or works towards holding) an Authorised Officer warrant or Approved Specialist role for theSACAT Act. • Acts as a resource for those seeking information onthe Act from outside the BOPAS service. • Works with the Area Director for Addictions and the BOPAS Team Leader to ensure that the local

	SACAT pathway is both effective and appropriate.
INTERPERSONAL AND INTERPROFESSIONAL RELATIONSHIPS	
Works collaboratively with other services, agencies, healthcare professionals to ensure outcomes for whaiora are met.	<ul style="list-style-type: none"> • Communicates effectively and courteously. • Models effective conflict resolution with regard to complex or challenging clinical presentations. • Challenges stigma and discrimination; promotes respect for BOPAS whaiora. • Works alongside and communicates effectively with the BOPAS Team Leader to ensure that service delivery is safe and effective. Ensures that the BOPAS Team Leader is advised of all issues requiring their attention in an appropriate and timely manner. • Works collaboratively with colleagues from other parts of the Mental Health service and the wider health service to provide effective care for whaiora. • Establishes and maintains collaborative working relationships with primary care, nongovernmental agencies and community agencies.
PROFESSIONAL RESPONSIBILITIES	
Is responsible for ensuring that decisions, practice and conduct meet the standards of the professional body, and acts in accordance with all legislation, codes and policies that apply to the role.	<ul style="list-style-type: none"> • Accepts responsibility for own personal and professional registration and development. • Complies with organisational mandatory training requirements. • Practices in accord with current best practice guidelines. • Participates in clinical supervision.
HEALTH & SAFETY AND QUALITY IMPROVEMENT	
Is proactive and responsible in maintaining health and safety for clients, staff and public through hazard identification and reporting of reportable events.	<ul style="list-style-type: none"> • 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 clients, staff and public within legal and ethical frameworks • 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 • Reports incidents using the correct electronic system.

Key Relationships

Internal	External
<ul style="list-style-type: none"> • Clinical Director • Director of Adult Mental Health Services • Area Director for Addictions • Mental Health and Addiction Services (MH&AS) Nursing and Allied Health Leads • Consumer Advisor • Family/ Whanau Advisor • MH&AS Nurse Educator • The Addiction Service MDT • Other MH&AS teams • Regional Maori Health Services • Medical wards, ED, and other hospital services 	<ul style="list-style-type: none"> • Whaiora, whanau and caregivers • Community and statutory agencies • General Practitioners and other primary health care professionals and organisations • Non-Governmental Organisations

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Professional Health Registration with a current practicing certificate. • Full, valid driving licence. 	<ul style="list-style-type: none"> • A post-graduate qualification with a mental health or addictions focus. • Commitment to continuing post-registration study.
Experience	<ul style="list-style-type: none"> • Clinical experience in Mental Health and Addictions (minimum 3 years). 	<ul style="list-style-type: none"> • Experience in a variety of addictions service settings. • Experience of audit and/or service development.
Attributes	<ul style="list-style-type: none"> • High levels of emotional intelligence, compassion and empathy. • Strong clinical leadership qualities. • Experience of working within teams. • Excellent clinical assessment, risk assessment, and formulation skills. • High level of written and verbal communication skills. • Computer competent. 	
Values	<ul style="list-style-type: none"> • Demonstrates behaviours consistent with the Te Whatu Ora Hauora a Toi Bay of Plenty values. • Committed to providing a culturally safe environment for whaiora and their family/ whanau. 	

You agree to demonstrate flexibility and a willingness to perform a variety of tasks to promote and support Te Whatu Ora Hauora a Toi Bay of Plenty initiatives.

You are required to meet the Health and Safety at Work Act 2015 requirements as set out in the Te Whatu Ora Hauora a Toi Bay of Plenty Health and Safety policies and protocols.

This includes:

- Successfully completing any health and safety training provided by the Te Whatu Ora Hauora a Toi Bay of Plenty.
- Complies with responsibilities under the Health & Safety at work Act 2015
- Ensures that the service meets health and safety and emergency management requirements.
- Complies fully with health and safety policies and procedures, including use of protective clothing and equipment as required
- Active participation in hazard management and identification process, and proactive reporting.

You are required to maintain a standard of health which will allow for the performance of all duties and functions of the position. All Te Whatu Ora Hauora a Toi Bay of Plenty sites are smokefree environments.

Health Practitioners Competence Assurance Act 2003

1. You are required to maintain your current competency based practicing certificate.
2. You must notify your Manager of any changes to scope or conditions on practice (determined by Regulatory Authority).
3. You must complete the requirements of any competency programme.
4. 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.
5. Know the provisions of the HPCAA as the governing legislation.

Childrens Act 2014

Due to this position having contact with children and Te Whatu Ora Hauora a Toi Bay of Plenty's commitment to child protection, you will be subject to 'safety checks' under the Childrens Act 2014 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.

Name:

Signature:

Date:
