

# Position Description

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<b>Position Title:</b>	Child and Adolescent Psychologist
<b>Award/classification:</b>	Public Community Health Sector EA/Grade 2
<b>Location</b>	Any site occupied by DPV Health Ltd
<b>Branch / Team:</b>	Psychology
<b>Reports to:</b>	Team Leader through to Program Manager
<b>Direct Reports:</b>	None
<b>Effective date:</b>	Oct 2018

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## Position Purpose

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This position is responsible to:

Psychologist providing evidenced based psychological services to children, adolescents and youth up to 25 years of age and their families in keeping with the philosophy of community health.

This position is responsible to:

- Work within a client centred framework to provide psychological services and support to clients.
- Operate within a multidisciplinary team to deliver quality, innovative client directed outcomes, supporting carers and stakeholders, as required.
- Develop, implement and evaluate a suite of 1:1, family based and group psychological programs to address the agreed client outcomes.
- Achieve performance, financial and individual Key Performance Indicators as outlined in Performance Appraisal process.
- To provide, so as to improve their well being and quality of life as part of a progressive multi-disciplinary team.

## Duties and Responsibilities

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### INDIVIDUAL CLIENT SERVICES

- Deliver evidence based psychological assessment, intervention and support programs with clients, carers and relevant stakeholders.
- Support a coordinated approach by working with a range of stakeholders to improve health outcomes as agreed with client.
- Provide feedback to other service providers as outlined in Service Agreements.
- Ensure client file documentation supports the standards for documentation and the quality improvement requirements within the agency.
- Work with clients, carers and other stakeholders to minimise the potential for "Failure to Attend" clinical appointments.
- Ensure client file documentation supports the standards for documentation and the quality improvement requirements within the agency and funding providers, such as Department of Health and Human Services and National Disability Insurance Scheme.
- Work with clients who may be accessing support from a range of funding sources, including but not limited to: Community Health, National Disability Insurance Scheme (NDIS) and Medicare Benefit Scheme (MBS).
- Opportunities to work in the multidisciplinary Autism Spectrum Disorder (ASD) Assessment Clinic and administer the Autism Diagnostic Observation Schedule-2 (ADOS-2).

### THERAPY GROUPS

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In partnership with other team members and programs :

- Support best practice standards in the planning, evaluating and implementing of appropriate assessment and intervention services.
- Participate in the identification of at risk/priority groups within DPV Health and the local community.
- Participate in the identification and dissemination of resources in a range of mediums relevant to the care of the individual client/carer.
- Support the planning and reporting processes as required by the Funding provider. For example Department of Health and Human Services and National Disability Insurance Scheme.

## REPORTING AND SERVICE DEVELOPMENT

- Develop, implement and evaluate the effectiveness of the Psychology Service in partnership with other team members.
- Support business development opportunities in the Psychology Service.
- Regularly participate in designated meetings.
- Maintain timely and accurate statistical input into relevant client management databases.
- Provide reports to the Team Leader/Manager as requested.
- Direct, supervise and assist in the training of students, volunteers and other stakeholders as required.
- Support quality improvement processes identified as relevant to the delivery of Psychology Services within the agency.

## Additional Information

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- Travel between sites may be required including outreach work within the DPV Health catchment.
- Occasional after hours and weekend work may be required.
- This position description is indicative of the role and may include other duties as directed.
- The position is subject to available funding and DPV Health financial status.
- Specific tasks and functions of this role will be detailed through objectives and key performance indicators.

## Professional Skills and Qualifications

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- Maintain registration as a psychologist and fulfil the requirements of the Board including maintaining their code of ethics.
- Demonstrated commitment to ongoing professional development.
- Maintain regular contact with the other clinical staff at DPV Health and work together to share expertise and improve client outcomes.
- Demonstrate a commitment to reflective practice and continuous quality improvement.

## AUTHORITY

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The occupant of this position has authority as per Delegation Manual.

# Key Selection Criteria

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## ***Essential Qualifications, Experience and Registrations:***

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- Current Registration as a psychologist with AHPRA and eligibility for full membership of the Australian Psychological Society.
- Eligible to provide services under the MBS through the 100% donation model.
- Well developed clinical skills and demonstrated ability to support a coordinated approach by working with a range of stakeholders to improve health outcomes as agreed with client.
- Experience working as a psychologist in a community setting including work with children, youth, their families and other stakeholders.
- Experience working with vulnerable clients, CALD, refugees and/ or clients with a disability (i.e., Autism Spectrum Disorder)
- Experience conducting therapeutic and/or psycho-education groups.
- Experience in planning, implementing and evaluating innovative, evidence based clinical services.
- Demonstrated ability to participate in a performance driven environment.
- Knowledge of Client Directed Care principles and frameworks.
- Current Victorian drivers licence.
- Valid Working with Children's Check (valid for 5 years from the date of issue).
- Satisfactory Police Check (valid for 3 years from the date of issue).

## ***Desirable Qualities and Experience***

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- Ability to write clear, concise and informative reports.
- Experience or understanding of the relevant funding initiatives.
- A relevant community language.
- Experience facilitating and supporting students.
- Knowledge of community support services.
- Candidates with a clinical registration are preferred.

## ***Key Capabilities***

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- Ability to work independently and respond to a changing work environment.
- Excellent communication skills including an ability to work within an inter-professional framework and collegiate manner.
- Integrity and upholding confidentiality.
- Demonstrate DPV Health values of Integrity, Compassion, Responsiveness, Persistence and Respect.
- Understanding problems, issues and concerns to generate solutions through negotiating and influencing.
- Capacity to make decisions, find solutions and escalate when required.
- Seek opportunities to improve processes adapting to a flexible and changing environment
- Managing time, resources, tasks and competing priorities.
- Communicating to a diverse range of audiences in an informative, engaging and persuasive manner.
- Utilise interpersonal and relationship building skills and tools to craft constructive rapport with DPV Health workers and clients from a variety of cultures, religions and socio economic circumstances.
- Understanding client needs and providing excellent service.
- Competent computer skills.



# Position Description

.....(Position).....(Date)

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.....(Position).....(Date)

## **PERFORMANCE INDICATORS**

<b><i>Essential Requirements – the standards required for effective performance</i></b>	<b><i>Measurement of Performance – the measures for evaluating performance</i></b>
<ol style="list-style-type: none"><li>1. Undertake duties and responsibilities as outlined in the position description</li><li>2. Satisfactory completion of roles and tasks allocated in the annual team work plan</li><li>3. Achievement of service delivery, financial and performance targets as outlined in Annual Work Plan</li><li>4. Delivery of high quality care</li></ol>	<ol style="list-style-type: none"><li>1. Annual appraisal indicates duties and responsibilities carried out</li><li>2. To be identified as per performance appraisal</li><li>3. Targets achieved</li><li>4. Annual client feedback, achievement of QICSA or other quality requirements of position.</li></ol>