

This position description is a guide and will vary from time to time, and between services and/or units to meet changing service needs.

POSITION DESCRIPTION

March 2023

Our organization is committed to the principles of the Treaty of Waitangi and the overarching objectives of the New Zealand health and disability strategies.

Position Title:	Alcohol & Other Drugs Clinician – Rata Alcohol and Other Drugs Service.	
Reports to:	Manager, Rata Alcohol and Other Drugs Service.	
Key Relationships:	Internal: <ul style="list-style-type: none"> • Rata Alcohol & Other Drugs Services (Rata AOD) Colleagues. • Clinical Director – Mental Health & Addictions Services. • Clinical Lead, Rata AOD Service. • Nurse Manager Central Mental Health & Addictions Services. • Mental Health Teams across the Organisation. • Relevant Professional Lead – Nursing or Allied Health. 	External: <ul style="list-style-type: none"> • Consumers • Other DHB Alcohol & Drug Services • NGO AOD Services • Other cultural services • Caregivers • Family/whanau
Role Purpose:	<ul style="list-style-type: none"> • To ensure the provision of high-quality evidence-based practice, with consumers that have primary addictions problems that meet service, professional and public stakeholder expectations. • The position may involve case management for Opioid Substitution Treatment to identified opioid dependent consumers in conjunction with specialist prescribers within the Rata AOD Service. <ul style="list-style-type: none"> ○ Note: Caseloads shall be determined jointly between the Rata AOD Manager and the AOD Clinician. • To develop effective and assertive treatment strategies for those people, including working alongside mental health professionals for consumers who have serious mental illness, which is complicated by co-existing substance misuse. • To support mental health colleagues in managing consumers who have a primary mental illness – but also have drug and alcohol issues. • To develop flexible and tailored treatment for consumers. 	

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<p>Complexity:</p>	<p>Most challenging duties typically undertaken, or most complex problems solved:</p> <ul style="list-style-type: none"> • Working with people who have addiction problems but who may also have concurrent co-existing problems such as: - <ul style="list-style-type: none"> ○ Mental Health Problems. ○ Physical Health Problems.
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KEY ACCOUNTABILITIES:

<p>The Alcohol & Other Drugs Clinician is responsible for:</p>	<p>The Alcohol & Other Drugs Clinician will be successful when:</p>
<p>Clinical Function</p> <p>Provide specialist alcohol and drug assessment and treatment services to referred consumers using appropriate assessment and treatment procedures.</p>	<ul style="list-style-type: none"> • Consumer referrals are prioritised and actioned appropriately and in a timely manner. • Comprehensive Assessment is undertaken – which will include Risk Assessment, Mental Health Screening, and General Health Assessment. • If any co-existing mental health disorders are detected or suspected, then consultation and coordination with specialist mental health services is expected. • Care planning and management with identified positive consumer outcomes is undertaken utilising professional knowledge and skills. • Referrals are made to external agencies as needed. • When required, to take part of the duty roster as first point of contact for the service to manage referrals and general inquiries.

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<p>Networking</p> <p>Establish and maintain effective networks and relationships for liaison and consultation within the Mental Health Services.</p> <ul style="list-style-type: none"> • Effective systems • Consultation • Peer support 	<ul style="list-style-type: none"> • Effective systems and processes are set up and maintained which enable liaison and consultation with colleagues, NGO's and other specialist services to occur. • Relationships are proactively and effectively established with mental health and alcohol and drug providers that foster mutually cooperative collaboration and consultation. • An up-to-date knowledge base of community resources and support services is developed and maintained. • Active participation/liason and consultation with all services that are involved in provision of health/addictions support with consumers is expected. • Provision of consultation/peer support to mental health and alcohol and drug professionals, as appropriate.
<p>Upholding Treaty of Waitangi Principles</p> <p>To ensure that the principles of the Treaty of Waitangi are supported and implemented in delivery of service.</p>	<ul style="list-style-type: none"> • A demonstrated commitment to understanding the implications for Maori Health that are implicit in the Treaty of Waitangi and to support and participate in the organisation's commitment to bi-culturalism staff when working with Māori consumers. • Attendance at Treaty of Waitangi/biculturalism training.

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Clinical Management

Clinical tasks are completed in a timely manner.

Tasks include: -

- Assessment and Treatment
- Risk management
- Case support
- Consumer education
- Consumer support
- Family/Whanau caregiver involvement
- Group facilitation as/when needed
- Documentation

- Understanding and implementation of a Harm Reduction Model of Treatment is expected.
- Maintenance of a caseload of consumers (as agreed with Rata AOD Manager).
- Provision of ongoing assertive case management of consumers (in consultation and conjunction with other services as appropriate).
- Management/follow-up plans for consumers are developed, actioned, monitored and evaluated.
- Consumers are seen as often as clinically indicated.
- Consumer progress and management is regularly discussed and reviewed with the clinical team.
- Appropriate recommendations and/or referral to others are actioned to ensure the best outcome for the consumer.
- Consumers are supported in developing their own resource systems to meet their needs.
- Family/Whanau and caregivers are encouraged to participate with consumer's treatment with consumer's consent.
- If suitably qualified, then provision of group facilitation or co-facilitation as appropriate if requested.
- Consumer care is documented, and care is provided in accordance with service protocols and clinical pathways.
- Statistical information collected and recorded as per organisational and unit requirements.
- All clinical file audit requirements are met.

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<p>Health Education & Service Promotion</p> <p>Participate in the provision of education to health professionals (both internal and external), referral agencies, consumers and their significant others.</p> <ul style="list-style-type: none"> • Education • Service promotion 	<ul style="list-style-type: none"> • Active involvement in updating and dissemination of relevant educational materials. • If appropriate, provision of both planned and requested education sessions to services and their staff. • Provision of both planned and requested education sessions to consumers and/or significant others, as appropriate. • Active participation in community initiatives that promote Rata AOD as a socially responsible service of excellence.
<p>Service Development</p> <p>Participation in the delivery of associated skills training, as required.</p> <ul style="list-style-type: none"> • Rata AOD Orientation. • Specialist AOD knowledge and skills training. • Evaluation of training programmes. 	<ul style="list-style-type: none"> • Provision of both planned and requested specialist skills training sessions to other services and their staff. • Provide follow-up skill consolidation/consultation as appropriate post training. • Involvement in ongoing evaluation of the effectiveness of the training programmes being offered.
<p>Quality</p> <ul style="list-style-type: none"> • Ensure a quality service is provided in your area of expertise by taking an active role in quality activities, identifying areas of improvement. 	<ul style="list-style-type: none"> • It is expected that all staff will participate in the development of quality activities and comply with any organisational policies that are in place.
<p>Escalation of Concerns</p> <p>Ensure that issues or concerns are dealt with in a timely manner.</p>	<ul style="list-style-type: none"> • To escalate any concerns or issues encountered during the undertaking of clinical work to the Rata AOD Manager apprised of any developing situations.

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Health and Safety

- To recognise Individual Responsibility for Workplace Health & Safety under Health and Safety at Work Act 2015.
- Maintaining a high quality, safe and secure work environment by following relevant Te Whatu Ora, Te Tai o Poutini West Coast and divisional policies, protocols and standards.

- Maintaining their own safety and will ensure that no action or inaction on their part will cause harm to any other person.
- Reading and understanding the Organisation H&S policies and relevant procedures and applying to own work activities.
- Abide by the Organisations Health and Safety Plan and will attend when required Health and Safety Training as appropriate.
- Understand how to report any workplace hazard using the Safety1st online reporting system.
- Identifying, reporting and self-managing hazards where appropriate.
- Ability to identify H&S reps for area and discuss any issues of concern.
- Staff will also bring health and safety issues to the attention of the CNM or HOD in a timely manner.

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Professional Development.

To meet organisational requirements and to undertake activities that enhance professional development and overall service function.

- Policy and procedures
- Professional Development and Recognition Programme (PDRP) [Nurses only]
- Orientation
- Performance development and review
- Supervision
- Research
- Quality
- Team Planning
- Training
- Cultural Safety

- All Organisational and Rata AOD Clinical Policies, Protocols, Standard Operating Procedures, Practice Guidelines and Practice Standards are upheld.
- Adheres to any professional body requirements for a competency based practising certificate.
- If a Registered Nurse, will be expected to participate in the Professional Development and Recognition Programme (PDRP) for Registered Nurses.
- Completion of all orientation and mandatory training requirements.
- Performance Development System requirements are fully met, and accurate records are maintained. This includes Annual Performance Review and participation in Professional Supervision as indicated by relevant professional standards of practise.
- Professional Supervision is undertaken from an identified Supervisor in accordance with Mental Health Clinical Supervision Procedure.
- Involvement in approved research and evaluation activities and projects as negotiated via the AOD manager or AOD Clinical Lead.
- Involvement in quality initiatives and continuous improvement.
- To be proactive in identifying and relevant professional educational and/or training courses, in order to remain up to date in the specialist knowledge of the AOD field.
- All service activities are carried out in a culturally safe manner.

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PERSON SPECIFICATION:

Qualifications & Experience	
<p>Essential</p> <ul style="list-style-type: none"> • NZ Registered Health Professional with current Practising Certificate. • Demonstrated willingness and a commitment to understanding the implications for Māori Health that are implicit in the Treaty of Waitangi. • A willingness to support and participate in the Organisation's commitment to biculturalism • Experience working in either the drug and alcohol or mental health fields. • The ability to work both independently and as a member of a multidisciplinary team. • Good communication and negotiation skills. • Ability to develop and maintain effective networks. • Willingness to engage in ongoing work/profession-related education and training. • Basic computer literacy/skills and ability to learn and effectively use workplace computer systems. • Current Driver's License (may need to drive manual vehicles at times). 	<p>Desirable</p> <ul style="list-style-type: none"> • Knowledge of Opioid Substitution Treatment (OST) and good understanding of the regulatory framework underpinning OST would be an advantage. • Understanding of, and prior participation in, professional supervision will be an advantage. • Understanding of, and ability to apply, Motivational Interviewing techniques into clinical practice. • Qualifications/experience in adult education would be an advantage. • A willingness to support and participate in the commitment to the Pacific Peoples Health Charter.

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed in this job classification. Employees may be requested to perform job related tasks other than those specified.

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Te Whatu Ora
Health New Zealand

March 2023

*Signed on behalf of Te Whatu Ora
Te Tai o Poutini West Coast*

*I accept the terms and conditions as
outlined in this Position Description*

Date _____

Date _____

Name _____

Name _____

Position _____

Job Title:
Alcohol & Other Drug Clinician

[TeWhatuOra.govt.nz](https://www.tewhatuora.govt.nz)

Te Whatu Ora | Te Tai o Poutini West Coast
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Te Kāwanatanga o Aotearoa
New Zealand Government