

Position Description | Te whakaturanga ō mahi

Health New Zealand | Te Whatu Ora

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Title	MENTAL HEALTH PROFESSIONAL
Reports to	Clinical Nurse Manager – Child & Adolescent Mental Health Service
Location	West Coast
Department	Child & Adolescent Mental Health Service
Date	01-09-2023
Salary band (indicative)ⁱ	NZNO Nursing or PSA Allied Health Salary Scale
Children's Worker roleⁱⁱ	Yes

Better Health, Better Care, Every Day.

Health New Zealand | Te Whatu Ora is committed to providing high-quality healthcare for all New Zealanders. We are focused on improving access to care, delivering better health outcomes, achieving national health targets, and ensuring the long-term sustainability of our health system.

We know that great healthcare starts with great people. That's why we are committed to building a high-performing, inclusive workplace where our people are supported to grow, contribute, and make a real difference for patients, whānau, and communities across Aotearoa.

About the role

The primary purpose of the role is to:

The 'Mental Health Professional' is responsible for providing high quality, accessible and timely assessment and treatment to infants, children, adolescents and their family/whanau with a moderate to severe mental health problem.

The key deliverables are:

- To provide evidence based / best practice mental health treatment to referred clients.
- To provide consultation and advice to external agencies, including Oranga Tamariki, SES and attendance at relevant Family Group Conferences regarding mental status, AOD status, risk assessment and treatment recommendations.
- To provide advice and education for external agencies about the needs of children and youth with mental health and/or AOD problems and regarding statutory requirements in relation.
- Access referral pathways into mental health and addiction services as appropriate
- To contribute to the continued development of the provision of mental health service for children and youth within CAMHS
- To attend and contribute to Multi-disciplinary team meetings

Health New Zealand Te Tai o Poutini West Coast Mental Health System operates a recovery-oriented, community-based, connected, stepped care, locality model. Primary, Kaupapa Māori, NGO Community Care and Specialist Mental Health Services collaborate to ensure comprehensive cultural, clinical, psychosocial, and acute crisis response is provided to the person and their family/whānau.

This role fulfils key functions in adherence to and efficacy of the Connecting Care Model by ensuring support and other interventions are accessed in primary and community services with care complimented, supported by, or stepped up to specialist mental health services as required. Integration and ease of access is supported by a joined-up referrals management service (RMS) functioning as a single point of access/entry for the whole Mental Health System inclusive of Health New Zealand-Te Whatu Ora Specialist Mental Health Services and all contracted Mental Health Primary, Kaupapa and NGO Community Services (acknowledging other pathways also in place to access Kaupapa Māori Hauora Providers).

Key Result Area	Expected Outcomes / Performance Indicators
The practitioner will actively involve and support the client and their family / whanau, working in partnership in all aspects of their contact with the service as appropriate	Activities: • Demonstrate an understanding of developmental framework in engaging with the client and their family/whanau • Establish positive relationship with the client • Demonstrate skills in culturally appropriate engagement with the client and family / whanau Measurement: • Assessment documentation • Clinical notes • Treatment plans • Clinical notes • Outcomes • Documentation • Maori Mental Health involvement • Client feedback
The practitioner will be able to complete a multidimensional comprehensive assessment of the infant, child, young person and their family / whanau.	Activities: • Complete a developmentally appropriate comprehensive assessment inclusive of case formulation and mental status examination Measurement: • Assessment documentation
The practitioner will be able to provide a range of best practice / evidence – informed and culturally	Activities: • Current knowledge of psychological therapies / interventions for infants, children and adolescents according to best practice models will be used in assessment and treatment. • Development of treatment plans in collaboration with clients and their family / whanau and discussed with the Multi-disciplinary team (MDT) • Ongoing monitoring and evaluation of treatment

appropriate interventions.	• Work in partnership with other sectors • Client's progress is communicated to MDT Measurement: • Assessment documentation • Clinical notes • Clinical Audit • Client Reviews • MDT minutes
The practitioner will be able to work in partnership with client and family / whanau to measure the effectiveness of their contact with CAMHS	Activities: • Demonstrate an understanding of outcomes measures Measurement: • Demonstrate an understanding of outcomes measures
The practitioner will provide a client focused service in line with Te Whatu Ora, Te Tai o Poutini West Coast Policy and Procedures and Health and Disability Services Standards (2008)	Activities: • All clients and their family / whanau will be fully involved and informed of treatment information / options and give informed consent • All Clients right to privacy and confidentiality is respected within the bounds of safety. • Clients will be seen in an appropriate venue taking into consideration age, transportation etc Measurement: • Registration & Consent form • Clinical notes • Clinical Audit • Consultation with senior staff • MDT minutes
The practitioner will participate in clinical review meetings concerning the management of clients and represent the needs of clients to other team members.	Activities: • Attendance and participation in MDT and clinical team meetings • Contributes case assessments and reviews in a timely manner (according to P&P) • Reports all client concerns and client non attendance at the clinical team meetings Measurement: • MDT minutes • Clinical notes • Morning meeting minutes
The practitioner will work collaboratively	Activities: • Liaison with other agencies • Co-working with other professionals

with other health professionals and / or agencies to provide seamless and cohesive service for clients and their families	- Referral to other agencies if appropriate for client or family and in consultation with client, family / whanau Measurement: - Clinical notes - Strengthening Families minutes
The practitioner will ensure all clients Care and Protection concerns are identified and notified in accordance with Te Whatu Ora, Te Tai o Poutini West Coast Policy and Procedures	Activities: - At assessment all clients are screened for abuse including: physical, sexual, neglect and emotional. - All disclosed abuse is appropriately documented and notified in accordance with Te Whatu Ora, Te Tai o Poutini West Coast P&P. Measurement: - Assessment documentation - Consultation with senior staff - Clinical notes - Oranga Tamariki notification documentation - Evidence of family involvement if appropriate
The practitioner will participate in ongoing professional development, clinical supervision, and appraisal	Activities: - Attends all Te Whatu Ora, Te Tai o Poutini West Coast mandatory training sessions - Attends CAMHS in-service education and delivers education sessions as requested - Participates in clinical supervision - Professional objectives set and agreed to with CAMHS Manager supported by Supervisor - Review of appraisal objects annually with CAMHS manager supported by Supervisor - Plan developed for addressing identified learning and performance needs Measurement: - Te Whatu Ora, Te Tai o Poutini West Coast mandatory training attendance register - CAMHS In-service education attendance record - Supervision contract - Supervision attendance record - Appraisal form - Weekly line management meetings
The practitioner will maintain safe, ethical and legal practice	Activities: - Maintain a professional appearance at all times - Work in accordance with Te Whatu Ora, Te Tai o Poutini West Coast Policy and procedures - A good working knowledge of all the relevant legislative acts e.g. – Privacy, Occupational Safety And Health, Code of Health

	and Disability, Child, Young Persons and their Families Act, Mental Health Act etc • Clients right to privacy and confidentiality is respected within the bounds of safety and consultation with senior staff Measurement: • Compliance with Te Whatu Ora, Te Tai o Poutini West Coast dress code • Signature on Policy and Procedure “sign off” in manual • Ability to access necessary and appropriate information • Attendance at Te Whatu Ora, Te Tai o Poutini West Coast mandatory training / attendance register • Familiar with and able to verbalise knowledge • Practice • Mandatory Training attendance register • Registration and consent forms • Clinical notes • Morning meeting minutes • MDT minutes
The practitioner will maintain culturally safe practice	Activities: • Knowledge and understanding of the Treaty of Waitangi and incorporation of its principles into practice • Clients religious, cultural and social needs and values are respected Measurement: • Attendance at the Treaty of Waitangi training • Attendance at other cultural training • Demonstrated practice with Māori clients • Consultation with Maori Mental Health Team • Consultation with other culturally appropriate services • Clinical notes • Clinical Audit • MDT minutes
The practitioner will promote community awareness of CAMHS	Activities: • Participate in educational and promotional activities that inform the community and support services about CAMHS and mental illness Measurement: • Attendance at promotional sessions
Health and Safety Maintaining a high quality, safe and secure work environment by following relevant Te	Activities: • Be responsible for own safety. Ensure no action or inaction on their part will cause harm • Abide by Te Whatu Ora, Te Tai o Poutini West Coast Health and Safety plan Measurement: • Incident forms • Beims requests

Whatu Ora, Te Tai o Poutini West Coast and divisional policies, protocols and standards.	• Mandatory training records • Completion of forms
Quality: Ensure a quality service is provided in your area of expertise by taking an active role in quality activities, identifying areas of improvement.	Activities: • To participate in quality activities Measurement: • Quality projects

Key Result Area	Expected Outcomes / Performance Indicators
Access and Outcomes	• Supports efforts to improve access to services and achieve better outcomes for the communities we serve. • Uses evidence and insights to identify barriers and opportunities for improvement. • Contributes to inclusive, responsive, and effective service delivery.
Te Tiriti o Waitangi	• Demonstrates a commitment to understanding and applying Te Tiriti o Waitangi in a practical and appropriate way. • Supports initiatives that improve outcomes for Māori and strengthen relationships with Māori partners and stakeholders. • Contributes to an inclusive workplace that values diversity and supports the attraction, development and retention of Māori employees.
Health & safety	• Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. • Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. • Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	• Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. • Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. • Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.

Matters which must be referred to your manager

- Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.

Relationships

External	Internal
• Client & Family/Whanau • Youth Justice Social Worker • Youth Aide Officers – NZ Police • Corrections • Courts • General Practitioners • Schools • Oranga Tamariki • Non-Government Organisations – NGO's • Special Education Services	• Other CAMHS staff members • Adult Mental Health Services • Psychiatric Emergency Service (TACT) • Youth Inpatient Unit (Waitaha Canterbury) • Inpatient Mental Health Unit [insert internal relationships]

About you – to succeed in this role

You will have

Essential:

- Qualification may be in social work, psychology, occupational therapy, nursing or similar, supported by appropriate registration and current certification.
- Extensive experience in delivering mental health services to children, youth and their families.
- Proven ability to assess, plan, implement and evaluate client treatment strategies.
- The ability to use a range of recognised treatment modalities, e.g. cognitive/ behavioural techniques, Family therapy Models, etc.
- Be culturally sensitive, with an understanding of the Principles and Articles of the Treaty of Waitangi.
- A current drivers license
- Able to maintain confidentiality and use discretion.
- Able to work unsupervised and prioritise workloads.
- Possess ability to work cooperatively and efficiently.
- Possess a high level of initiative.
- Be able to work as part of a team
- Accountability.
- Have well-developed interpersonal skills including the ability to be comfortable with people of all social standards, cultures and abilities.

Desired:

- An extensive knowledge of community resources.
- Experience of working with young people with AOD issues

You will be able to Essential:

- Deliver results through effective planning, sound judgement, and personal accountability.
- Build trusted relationships and works collaboratively to achieve shared goals.
- Communicate clearly and adapts their approach to different audiences and situations.
- Demonstrate curiosity, adaptability, and a commitment to continuous improvement.
- Maintain high standards of professionalism, integrity, and ethical behaviour.
- Contribute to a positive, inclusive, and safe working environment.
- Take responsibility for their own development and supports the development of others where appropriate.

ⁱ Salary band reference is for internal benchmarking and role sizing purposes only. The salary band designation is not a term or condition of employment and may be changed by the HNZ. Changes to the salary band will not affect an employee's current salary or remuneration.

ⁱⁱ The Children's Act 2014 makes provisions for the protection of children and helping them thrive, achieve and belong. At Health New Zealand, we safety check every children's worker. The purpose of this safety check is to reduce the risk of harm to young people and is a legal requirement for those employed in work that involves contact with children and young people including face-to-face, over the phone, or email contact. It is part of our commitment to ensuring the wellbeing and safety of children and young people. Your continued employment with Health NZ is conditional on a satisfactory safety check.