

## POSITION DESCRIPTION

<b>Position:</b>	Psychology Intern (Provisional Psychologist)
<b>Directorate</b>	Mental Health and Wellbeing Service
<b>Division:</b>	Mental Health and Wellbeing Service
<b>Business Unit:</b>	Mental Health and Wellbeing Service
<b>Enterprise Agreement</b>	MEDICAL SCIENTISTS, PHARMACISTS AND PSYCHOLOGISTS VICTORIAN PUBLIC SECTOR (SINGLE INTEREST EMPLOYERS) ENTERPRISE AGREEMENT 2021 - 2025
<b>Reports to:</b>	Team Leader/Manager



### MILDURA BASE PUBLIC HOSPITAL

Mildura Base Public Hospital (MBPH) was established as a new entity in September 2020. From day one, MBPH has aspired to provide exceptional patient care and be a leading healthcare provider in the north west of Victoria, known for its high level of professionalism, quality care and community engagement and positive and aligned workplace culture.

MBPH employs over 1200 staff and has 172 beds and provides a range of acute services in emergency, maternity, intensive care, rehabilitation, community services, psychiatric in and out patient care, palliative care, renal dialysis and chemotherapy service to the people of North West Victoria. The hospital also provides medical imaging and pathology services.

MBPH is proud to be affiliated with Monash and La Trobe Universities for the provision of undergraduate and postgraduate Medical, Nursing and Allied Health education. Affiliations also exist with other universities for clinical placement and training.

### VISION

Mildura Base Public Hospital – providing exceptional care.

### PURPOSE

To improve health outcomes for our tri-state communities by creating partnerships, leading culture and building our team to deliver sustainable services.

### VALUES

All employees of the Mildura Base Public Hospital are required to uphold the HEART values of our organisation. For information on our **HEART** values and the expectations to uphold the values, please refer to **page 6** of this document.

## STRATEGIC OBJECTIVES



## POSITION SUMMARY

The Victorian Department of Health is funding positions for the training of psychologists in Public Mental Health Services, where they will be supported through a structured learning program guided by Allied Health Educators. Through this program, Mildura Base Public Hospital Area Mental Health & Wellbeing Service (AMHWS) will support Provisional Psychologists to develop the skills, knowledge and attributes required to provide collaborative, recovery-focused mental health care for consumers, and their families, carers and supporters.

Funded positions will operate on a rotation model, whereby Interns are exposed to different clinical settings. This will include opportunity to work within community mental health services and NGOs. Each Intern is offered a six-month clinical rotation to support development of the skills, knowledge and capabilities required within the Victorian mental health & wellbeing workforce. Rotations will place strong emphasis on multidisciplinary learning and partnership with lived and living experience workers.

## SPECIAL PROVISIONS

As per the Psychology Board of Australia (PBA) guidelines, the internship component (the '+1' of the 5+1 internship program) is one year (or equivalent part time) of supervised training that involves three components:

- psychological practice carried out in an approved professional setting
- supervision by a PBA principal supervisor and one or more secondary supervisors, and
- professional development activities that engage the provisional psychologist in active training designed to enhance learning.

Within the role, participating Psychology Interns can access:

- Supervision by PBA approved Supervisor 1 hour for 17.5 hours worked.
- Up to 10 professional development days per year to support learning;
- Interactive small group professional development sessions to focus on core mental health capabilities;
- Four hours of protected self-directed learning time each week;

## KEY RESPONSIBILITIES AND DUTIES

- Actively participate in, and satisfactorily complete, all specific requirements (formal training, on-the-job learning, and development activity) of Internship over the year;
- Provide clinical assessment, treatment, care and education for patients with complex mental health and psychosocial needs, as well as their families and carers (within the scope of practice for a beginning practitioner);
- Collect, manage, develop and use health information (including client information, outcome measures and records) in accordance with Victorian Department of Health and Mildura Base Public Hospital requirements;
- Participate in regular clinical supervision with a Board Approved Supervisor- Psychologist, complete requirements of Internship (Logbooks, Psychology Board Exam and Case Reports) and participate in continued activities and professional development as per Australian Health Practitioner Regulation Agency (APHRA) and PBA requirements;
- Actively participate in performance reviews and identify key areas for professional and personal growth;
- Work within a multi-disciplinary team, recognising and respecting the expertise and contribution of all team members, and contributing to client reviews.

## GENERAL RESPONSIBILITIES

Employees are required to comply with the **Victorian Government's Code of Conduct**. All staff must ensure they comply with **policies, procedures** and standard ways of work practices when carrying out their work.

Employees are responsible to take reasonable care of their own **health and safety** and the safety of others, to cooperate with the group's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. All staff must adhere to the policies and procedures as set out in the hospital's **infection control** manuals.

All information concerning Mildura Base Public Hospital, its patients, clients, residents and staff should remain strictly **confidential**. Any unauthorised disclosure of such information may result in disciplinary action. As a Mildura Base Public Hospital employee, you have a responsibility to participate in and commit to ongoing **quality improvement** activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

Any breach in compliance to any of the above general responsibilities may result in disciplinary action.

## KEY SELECTION CRITERIA

### QUALIFICATIONS

- Minimum completion of a Master's degree in Professional Psychology from an APAC accredited course (5<sup>th</sup> year of an approved sequence of psychology study) completed in the last 10 years
- Registration with APHRA and PBA (as a Provisional Psychologist with an intention to undertake a one-year internship to work towards full Registration as a Psychologist).

## EXPERIENCE and/or SPECIALIST KNOWLEDGE

### ESSENTIAL

- Basic theoretical knowledge and skills in the assessment, treatment and care of people with complex mental health and psychosocial needs (epidemiology, aetiology, ICD11 diagnosis and management of individuals with ICD11 diagnoses);

- Familiarity with the contemporary evidence-based psychotherapies for high and low prevalence psychiatric disorders;
- Developing knowledge and/or experience in the application of psychometric assessment;
- Ability to articulate the specific discipline contribution to people with Mental Health and/or Substance Use concerns;
- Knowledge of the ethical, theoretical and practicable foundations and principles applicable to Psychology in a community setting;
- Sound verbal and written communication skills in addition to well-developed computer literacy and electronic communication skills;
- Knowledge and understanding of the key principles of the Mental Health Act of Victoria 2022;
- Understanding of recovery orientated principles and awareness of the current issues, trends and research in mental health;
- Eligibility for professional membership of the Australian Psychological Society (APS) or Australian Association of Psychologists Inc (AAPi). and commitment to ethical practice as set out in the APS 2007 Code of Ethics.

#### **DESIRABLE**

- Clinical skills and experience in the assessment and treatment of people with mental health disorders;
- Experience in a multi-disciplinary model of service delivery;
- Commitment and passion for working with diverse consumers presenting with complex mental health and psychosocial issues.

#### **MANDATORY REQUIREMENTS**

##### **National Police Record Check**

A current and satisfactory National Police Record Check must be presented to the Division of People and Culture by all new staff prior to commencement at Mildura Base Public Hospital.

##### **Working with Children Check:**

Mildura Base Public Hospital has a responsibility to provide a child safe environment. This position is a defined “child-related role” at Mildura Base Public Hospital. As such you must maintain a valid Working with Children Check. In addition, you will be required to assist Mildura Base Public Hospital in providing a child safe environment by participating in any training or reporting required to ensure the protection of children in our care.

##### **Immunisation Requirements**

As part of your employment conditions, you will be asked to provide documented evidence of healthcare worker immunisation or immunity to communicable vaccine-preventable diseases prior to commencing employment with MBPH. If you do not provide satisfactory evidence that you have the required immunisation and you have commenced employment, consideration will be given to your ongoing employment and termination may result.

##### **Drivers Licence**

A current Victorian driver’s licence is required for this position

*All Mildura Base Public Hospital sites, workplaces and vehicles are smoke free.*

*This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Mildura Base Public Hospital’s discretion and activities may be added, removed or amended at any time.*

#### **ACKNOWLEDGEMENT BY EMPLOYEE**

I acknowledge having received and read the content of this position description (including but not limited to aspects of the role contained within) and understand the requirements of the position.

Employee Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## Happy WE ARE POSITIVE

### As an organisation

We aspire to be happy in all our dealings with people. Everyday we strive to be the best version of ourselves, and we seek to continuously improve our organisation, ourselves and each other through personal and professional growth. We believe that happy people do their best work. We know that joy in our journey is invaluable to a sustainable and lasting success.

### Individually

- Use positive language in interactions with staff, patients and community
- Honour the work we do and choose candour, respect and kindness everyday
- Focus on the positive aspects of a situation, what is going well and what can be learned
- Share in moments of joy
- Welcome others to MBPH
- Bring an energy to work that is infectious to others
- Provide growth opportunities and effective feedback to staff to ensure they are supported to achieve their best



## Empathetic WE ARE CARING

### As an organisation

We put our patients first, and we listen and deal with their needs. We are compassionate people who make MBPH a place for healing, growth and success for patients, their families and our staff.

### Individually

- Make time to actively listen and understand one another
- Walk in others' shoes
- Consider an individual person's needs when making decisions and recommendations
- Treat others how I would like to be treated
- Recognise and support one another
- Make decisions based on patient's needs and in consultation with others involved in care



## Accountable WE ARE COMMITTED

### As an organisation

We take ownership of the actions and decisions made. We do the right thing in all our interactions. We reward based on great outcomes, and we are transparent in both our successes and failures. We use good judgement and everyday we make our patients' journey better.

### Individually

- Be courageous in challenging the process to get a better result
- Ensure the project is clear on roles, responsibilities and timeframes
- Be engaged throughout
- Keep a 'whole of life' picture
- Comply with Code of Conduct; company policies and procedures; industry standards and legislation
- Be responsible for monitoring the right way to do things.



## Respectful WE ARE OPEN TO OTHERS

### As an organisation

We build effective relationships and emphasise the importance of diversity and inclusion in our workplace. We recognise and value the views and the experiences our staff and patients bring to our organisation.

### Individually

- Show pride in our roles and our workplace
- Recognise and understanding the influence of a person's situation, background and beliefs and how they can be shown due respect
- Include all backgrounds – gender/ age/sex/abilities/race/religion/sexual orientation/culture
- Be aware of assumptions and biases when making decisions
- Take care of and sustain our workplace, equipment and environment
- Embrace awareness for other perspectives and experiences



## Team-based WE ARE ONE TEAM

### As an organisation

We do our best work when we collaborate within and across teams. Everyday we strive to be our best selves. We know that individual differences can strengthen teams and we trust and respect each others' contribution. We make sure we have the right people in the right jobs with the right tools, resources and equipment. And we know, no single person is bigger than the team.

### Individually

- Acknowledge contributions of team members
- Seek to understand the bigger picture, collaborate with others openly and honestly
- Lend a hand, always
- Encourage connections with relevant internal and external stakeholders to meet patients' needs
- Collaborate and share knowledge within and across teams
- Connect with exceptional industry leaders to build capabilities
- Recognise and foster talents in others

## LANGUAGE WE USE

"I choose..."  
"I care..."  
"I prefer..."  
"I will..."  
"I can..."  
"Is there a better way to do this?"  
"Can we explore that more so I can understand it better?"  
"We will...us...we can..."

## LANGUAGE WE DON'T USE

"I have to..."  
"I must..."  
"If only..."  
"Ah well, that is because of XYZ..."  
"Our processes do not let us do it"  
"Things have always been done this way"  
"Them and us"

## THINGS WE DON'T DO

- Negativity, sledging, rumours or gossip
- Unprofessional, inconsistent or showing lack pride in our work
- See only problems, block progress
- Wait for others to do the work
- Do nothing
- Find fault, see obstacles
- Victim mentality
- Lack of understanding for others' needs
- Emphasis on status, hierarchy, egos
- Ignore, disregard and show lack of appreciation for a person's situation, background and experience when making decisions and reacting to situations
- We will not waste others' time or keep people waiting
- Dismiss the efforts of others to achieve an outcome

