



## Position Description

<b>Title</b>	<b>CAMHS Registrar</b>
<b>Department</b>	<b>Integrated Mental Health Program (IMHP)</b>
<b>Agreement</b>	<b>HMO Agreement</b>
<b>Responsible to</b>	<b>Consultant and Team Coordinator</b>

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### The Organisation

The Royal Children's Hospital (RCH) in Melbourne is a leading provider of specialist public health services for children and adolescents. With a staff of over 3,500 and an annual operating budget of \$210m RCH has an international reputation as a centre of clinical excellence and is a state wide teaching, training and research paediatric hospital providing specialist child and adolescent health services.

RCH is committed to a philosophy and practice of quality management to ensure the best possible services to patients. This entails an organisational structure which:

- Devolves decision making and accountability, within clearly defined delegations, to patient care providers as close as possible to the consumer
- Encourages and supports teamwork and coordination amongst staff
- Develops the participation of consumers and workers in the planning and evaluation processes.

RCH has a variety of research and academic partners including Murdoch Children's Research Institute (MCRI), The University of Melbourne, La Trobe University and RMIT University for teaching medical and postgraduate nursing students and for postgraduate study and medical research. Further information on RCH is available at [www.rch.org.au](http://www.rch.org.au)

### The Integrated Mental Health Program

The Vision of the Integrated Mental Health Program (IMHP) is of collaborative clinical care, continuous learning and improvement - "Working together in learning partnerships for better mental health".

To contribute to a high-performing and client and family-centred service, IMHP staff are expected to embrace the RCH values, to which everyone holds each other accountable. These RCH values of *Unity, Passion, Integrity, Excellence and Respect* are upheld in the MHS through the following behaviours:

#### Unity

- We build partnerships with our clients, their carers and community partners
- We advocate for our patients and their best interests
- We play our full part in a broad system of mental health care
- We are sensitive to our client needs and work with their strengths

#### Passion

- We are committed to improving the mental health and wellbeing of children
- We help troubled children to become all they can be
- We see our patients as persons and not as conditions
- We strive for learning and continual improvement in our service

## **Integrity**

- We uphold professional, ethical and legislative codes of conduct
- We work in individually, culturally and developmentally appropriate ways
- We focus our resources efficiently and effectively
- We inform our consumers, carers and partners so we may work together

## **Excellence**

- We strive for excellence in service delivery and clinical care
- We invest in ongoing evaluation, learning and clinical research
- We use evidence-based treatments and benchmark for best practice
- We share our knowledge with our hospital and community partners

## **Respect**

- We hold ourselves to account for how we behave
- We respect individual and group differences such as culture, age and gender
- We do not demean, bully or deride
- We recognize and promote innovation and high performance.

The RCH IMHP provides clinical services to children and adolescents age 0-15 years and their families/carers who reside in the RCH catchment and the Victorian rural areas of Barwon, Grampians and Glenelg. The Program is developing integrated systems of mental health care for children and adolescents. This includes strong relationships between CAMHS and Acute Health services, with other service providers in the community, and with our clients and their parents or guardians.

## **Local Context**

The IMHP is structured into three programs:

The Community and Specialist Program manages the community MHS teams to ensure consistent practice in all clinics. There are four community teams servicing the Western Metropolitan Region located at Flemington, Sunshine, Hopper's Crossing and Broadmeadows, with specialist programs including Autism Assessment, Intensive Mobile Youth Outreach (& MHIYSS) and specialist programs for Infant and Preschool (0-5years) and Eating Disorders. A Principal Specialist provides clinical leadership and works collaboratively with the program manager to provide strong clinical governance and build reliable clinical systems.

The Hospital Specialist Program manages all hospital-based services, as the RCH environment is best considered as a unique community. The Banksia Unit currently located at Footscray will move to the new hospital to be built at the Parkville site by 2011. The Hospital Consultation and Liaison team includes Emergency Department Mental Health Clinicians providing after-hours services. Hospital Specialist Programs include the Academic Infant Program and the Developmental Neuro-Psychiatry Program, which provides assessment, consultation and adjunctive care for treatment non-responsive clients. A Principal Specialist provides clinical leadership and works collaboratively with the program manager to provide strong clinical governance and build reliable clinical systems.

The Linkages Program manages teams that are focused on developing a system of Mental Health Care in the Community, which incorporates prevention, early intervention, enhanced referral pathways and more coordinated care. It includes Community Development (including Consumer Consultant, Koori Liaison and Festival for Healthy living); The Mental Health Promotion Officer; the Intake team; the Community Groups Program; and the CASEA (Conduct Disorder Prevention and Early Intervention Team). A small Training Unit coordinates in-house training activity for medical, nursing and allied health staff; orientation for new staff, and Professional Development .

The RCH setting links clinical service units with the Murdoch Children's Research Institute and the University of Melbourne, to support clinical research. The Psychology Service and Academic Child Psychiatry Unit have considerable experience in translational clinical science, research design, competitive grant application, data analysis, and practical clinical trials. The IMHP supports several active clinical research projects.

## Position Objective

The Registrar is accountable for clinical service delivery to allocated clients of RCH CAMHS through the provision of psychiatric assessments, consultation and treatment, as a member of the multidisciplinary team, participating in relevant training and staff development programs, and contributing medical expertise to the functioning of the team.

## POSITION REQUIREMENTS AND KEY RESULT AREAS:

Key result areas in line with the program goals include:

KEY RESULT AREA	MAJOR ACTIVITIES
<p><b>QUALITY CARE</b></p> <p>Provide Clinical Care in a coordinated and effective manner</p>	<ul style="list-style-type: none"> <li>• Ensure appropriate assessment, diagnosis and treatment planning, which is outlined in printed reports that include assessment data, diagnosis, formulation, and individualized treatment plans, and is completed within two weeks of completing the assessment.</li> <li>• Provide clinical services to patients and to other agencies by having direct contact for 50% of their clinical hours / week for outpatient clinic work, and participating in therapeutic activities as required by the program.</li> <li>• Coordinate care and provide ongoing feedback to referring agents and other relevant agencies through case liaison, letters and reports and verbal communication with external partner agencies.</li> <li>• Respond to crisis situations and urgent clinical problems by participating in the crisis response system during office hours with other team members providing psychiatric services to the hospital and community.</li> <li>• Participate in the after-hours on-call duty roster to provide CAMHS crisis response services to the Banksia Adolescent Inpatient Unit and RCH Emergency Department and Wards</li> </ul>
<p><b>HUMAN RESOURCE MANAGEMENT</b></p> <p>Work collaboratively and efficiently in the multi-disciplinary environment to support evidence based clinical practice</p>	<ul style="list-style-type: none"> <li>• Participate in regular performance reviews and plan learning and self-development activity with the Consultant Psychiatrist.</li> <li>• Participate in regular clinical supervision and professional development to identify and address learning needs &amp; enhance practice skills.</li> <li>• Ensure that all activities are undertaken within the policy and procedure framework of RCH and the Integrated Mental Health Program.</li> </ul>
<p><b>OPERATIONAL AND SERVICE DEVELOPMENT</b></p> <p>Contribute to achieving service targets and the shared vision of excellence within available resources</p>	<ul style="list-style-type: none"> <li>• Provide consultation, education and support to other community agencies or services, at an appropriate level and frequency, consistent with the community plan prepared by the IMHP Linkages Manager.</li> <li>• Support coordinated client care and accountability of clinical activities by documenting clinical services in the case record, completing reports and completing appropriate and timely service statistics.</li> </ul>
<p><b>RESEARCH &amp; TRAINING</b></p> <p>Engage in learning and training opportunities to develop knowledge and practice skills in clinical psychiatry</p>	<ul style="list-style-type: none"> <li>• Participate in supervision and training to develop skills in CAMHS assessment, case planning and service delivery, consultation and liaison, teaching, and multidisciplinary team practice.</li> <li>• Contribute to service improvement through active involvement in CQI activities, research, professional education activities within RCH.</li> </ul>

## **Reporting relationships**

The Registrar has a dual reporting line (1) to the Team Coordinator for management and administrative responsibilities and (2) to the Team Consultant for clinical care responsibilities, professional standards and training requirements.

The Team Coordinator reports to the relevant IMHP Program Manager for operational management and financial governance. The Consultant Psychiatrist and Team Manager report to the Principal Consultant, who reports to the IMHP Director for clinical care activity. The IMHP Director and Manager work in partnership to lead the IMHP Management Team.

## **Key relationships**

The Registrar works primarily within the outpatient CAMHS team to deliver an integrated and multidisciplinary service to clients and their families. They will participate in team meetings, supervision and quality activity as appropriate, and attend teaching seminars and training opportunities as required. They will work collaboratively with other team clinical and administrative staff to implement the strategic directions of the service.

## **Basic and Advanced Training**

Most IMHP registrars are employed in six-month Basic Training positions in Paediatrics (RACP) or Psychiatry (RANZCP). The Child Psychiatry experience, supervision and teaching provided will allow trainees to meet the basic training requirements of their respective Colleges. A training program is arranged within the IMHP which includes case presentation, formulating tutorials, group supervision and seminars. This includes an introduction to Family Therapy, as well as supervised appropriate clinical experience within a community or inpatient setting.

One or two-year Advanced Training positions in Child and Adolescent Psychiatry are also available. AT positions are suitable for RANZCP trainees and RACP trainees who are completing a Dual Fellowship or seek a Certificate of Training in Child and Adolescent Psychiatry. These trainees will attend weekly seminars and specialist supervision at 'mindful' centre for research and training in developmental health - <http://www.mindful.org.au/>

Entry to this accredited training program requires applicants to meet the following requirements:

1. Psychiatry Registrars who have completed the RANZCP requirements for basic training.
2. Psychiatrists who have completed the RANZCP training or an overseas equivalent and who wish to pursue further sub-specialty training in child psychiatry.
3. Paediatric Registrars who have completed RACP basic training or paediatricians who seek at least 12 months training in child and adolescent mental health.
4. Obtain an appropriate registrar position in a specialist Child and Adolescent Mental Health Service.

It is anticipated that Advanced Trainees will provide a more sophisticated and effective level of performance in assessment, diagnosis, care planning, clinical service delivery, consultation and education. It is also anticipated that they will be actively involved in teaching, quality improvement activity, evaluation and research projects within the service. Advanced trainees towards the end of their course may be expected to take up some leadership roles under supervision.

## **KEY SELECTION CRITERIA:**

- i. Current Registration in Victoria as a medical practitioner.
- ii. At least one-year postgraduate clinical psychiatry experience for developmental psychiatry trainees (six month posts)

- iii. FRANZP (psychiatry) or FRCP (paediatrics) equivalent and commitment to postgraduate training in child and adolescent mental health for advanced child and adolescent psychiatry trainees (two-year posts).
- iv. Demonstrated ability to work both independently and interdependently as member of a multidisciplinary team.

**Other Relevant Skills, Knowledge and Experience**

It will be an advantage if the applicant can provide evidence of the following criteria:

- i. Interest or experience in research and program evaluation.
- ii. Post-graduate training / supervised experience in Family Therapy or Child Psychotherapy
- iii. Experience in group therapy interventions.
- iv. Commitment to ongoing professional development in the clinical and service development domain

**OTHER RELEVANT INFORMATION**

**Training Requirements**

- 1. Developmental Psychiatry registrars will generally be part of the Western Region Psychiatry Training Program, attached for a six-month Child Psychiatry placement, and are expected to attend appropriate academic sessions in the WRPTP.
- 2. Paediatric trainees will normally be part of the RCH Paediatric Training Program and may be attached for a 6 month or 12 month individually tailored placement.
- 3. Medical Officers will be expected to participate in an individually tailored training course in Child and Adolescent Psychiatry.
- 4. Advanced Child and Adolescent Psychiatry trainees will participate in the 2 year course at Mindful centre for research and training in developmental health.

SIGNED:

EMPLOYEE: .....  
 NAME .....  
 SIGNATURE .....  
 DATE: .....

SUPERVISOR .....  
 NAME: .....  
 POSITION .....  
 SIGNATURE .....  
 DATE: .....

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Developed: April 2007  
 Developed by: Director IMHP  
 Last Updated: August 2009  
 Date of next Review: August 2010

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