

ROLE PROFILE
Profile Number/Version 1 _____

UnitingCare Wesley Bowden
A: ROLE DETAILS

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| Role Title: | Mental Health Occupational Therapist | Reporting to: | Team Leader, Mental Health |
| Division/Program: | Allied Health | Location: | Bowden Office primarily but may work from other locations as required |
| Award/Level: | Health Professionals Award Level 4 | Date/approval: | 8/09/2021 |

B: ROLE PURPOSE

The Mental Health Occupational Therapist undertakes high quality, evidence-based assessment, rehabilitation and therapy services to support children, adolescents and adults who live with mental health diagnoses.

The Mental Health Occupational Therapist works as part of the National Psychosocial Support Measure (NPSM), a program delivered by UCWB as part of a Consortium with Neami National (lead agency), Life Without Barriers, Mind Australia, Mission Australia and Skylight Mental Health. The role also works within UCWB's own service delivery areas including Psychology SA and NDIS.

This role is expected to:

- Support persons accessing NDIS and other mental health services by undertaking appropriate assessments and related rehabilitation and therapy services.
- Work within a multidisciplinary team, participating in individual and group supervision, and attendance at team meetings.
- Act and behave with integrity and in accordance with the organisation's code of conduct and values.

Primary responsibilities:

- Undertake mental health functional capacity assessments to support participants to access NDIS services.
- Facilitate the development and rehabilitation of clients accessing mental health services through evidence-based, goal oriented, occupational therapy treatment plans.
- Liaison and consultation with other professional employees.
- Build effective relationships with stakeholders in the community, e.g. Treating GPs and other allied health professionals.
- Participate in continuing professional development to maintain, develop and enhance knowledge of best practice.

As with all staff the Mental Health Occupational Therapist will be required to work in a manner that is consistent with UCWB's:

- Aspiration, Purpose and Values
- Our Frameworks
- Work, health and safety requirements
- Child safe environments

- Inclusive practices as it relates to persons with disability and those who come from culturally diverse backgrounds.
- Policies and procedures

A current SA driver's licence is a requirement of the position.

| C: ROLE ACCOUNTABILITIES | D: KEY PERFORMANCE INDICATORS |
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| <p>1. Undertake mental health functional capacity assessments to support participants to access NDIS services.</p> | <ol style="list-style-type: none"> 1. Undertakes assessments and associated reports in accordance with best practice guidelines. 2. Ensures services are delivered using a person centred approach. 3. Record management including client data, case files, service agreements and reports comply with relevant policy and procedure. 4. Statutory professional and clinical standards are adhered to at all times. 5. Department and team processes and procedures are consistently adhered to. |
| <p>2. Facilitate the development and rehabilitation of clients accessing mental health services through evidence-based, goal oriented, occupational therapy treatment plans.</p> | <ol style="list-style-type: none"> 1. Undertakes assessments in accordance with best practice guidelines to inform appropriate treatment plans. 2. Ensures client services are delivered using a person centred approach. 3. Individual treatment plans are developed, implemented and reviewed as per procedures. 4. Number of active cases is maintained at the agreed level. 5. Record management including client data, case files, service agreements and reports comply with relevant policy and procedure. 6. Statutory professional and clinical standards are adhered to at all times. 7. Department and team processes and procedures are consistently adhered to. |
| <p>3. Liaison and consultation with other professional employees.</p> | <ol style="list-style-type: none"> 1. There is evidence that effective working relationships with other professional staff are established and maintained. 2. Support and supervision are provided to students and volunteers as per negotiated supervision plans. 3. Participates in improvement projects as required. |
| <p>3. Build effective relationships with stakeholders in the community.</p> | <ol style="list-style-type: none"> 1. There is evidence that networking is undertaken with other agencies, services and providers, both internal and external, to increase professional knowledge and appropriate referral links. 2. Represents clients and the organisation at interagency forums and meetings in a professional manner as appropriate and agreed. 3. External service provider feedback confirms collaborative relationships are functioning as per agreed evaluation criteria. |

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| <p>4. Participate in continuing professional development to maintain, develop and enhance knowledge of best practice.</p> | <ol style="list-style-type: none"> 1. There is evidence of completion of continuing professional development relevant to field of practice. 2. Active participation in supervision with Team Leader. 3. Active participation in team meetings. |
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E: SKILLS AND EXPERIENCE

Tertiary qualification as an Occupational Therapist with eligibility for membership with the appropriate professional body and relevant experience in delivering mental health focused Occupational Therapy services.

Customer Focus

- Determines the needs of customers by listening and questioning, offering achievable options
- Follows through on customer enquiries promptly
- Prioritises tasks that impact on the customer
- Resolves customer questions and complaints within agreed timeframes

Demonstrates Initiative

- Initiates action and takes responsibility without waiting to be asked
- Anticipates opportunities and obstacles to achieve own goals, negotiates and implements solutions
- Volunteers to help and shares knowledge and ideas
- Enquires about processes and/or tasks and suggests ideas for improvement
- Looks for win-win solutions to problems

Communication

- Uses the most appropriate form of communication, according to purpose and the audience
- Actively listens and consults with others to build a collaborative and inclusive team
- Communicates concisely whilst adopting an appropriate level of detail
- Provides full, relevant and timely responses to questions'

Leading Self

- Manages emotions and reactions, remaining calm during stressful or pressured situations and behaving in a way that is sensitive to others
- Reprioritises workload to incorporate additional demands and new information without difficulty
- Approaches unexpected obstacles and deals with setbacks in a positive way
- Diplomatically handles challenging or tense interpersonal situations

F: ACCEPTANCE

I understand this Role Profile is a description of the duties and responsibilities assigned to the position that I occupy:

Employee's Signature:

Date: