

## POSITION DESCRIPTION

# Executive Medical Director Mental Health Services

Organisation	NSW Health
Local Health District / Agency	Western Sydney Local Health District
Position Classification	Staff Specialist
State Award	Staff Specialist Award
Category	Professional / Technical / Specialist
Vaccination Category	Category B
ANZSCO Code	TBA
Website	<a href="http://www.wslhd.health.nsw.gov.au/">www.wslhd.health.nsw.gov.au/</a>

## PRIMARY PURPOSE

The Executive Medical Director Mental Health Services is responsible for clinical service leadership and clinical service delivery, in conjunction with the General Manager and Clinical Directors across Mental Health Services within Western Sydney Local Health District. This position provides strategic leadership and expert medical leadership to support the delivery and ongoing development of WSLHD's Mental Health services to ensure the provision of high quality, patient centered care.

Reporting to the General Manager Mental Health. The role is part of the Mental Health Service Executive Leadership team and is accountable for developing and ensuring a clinical environment that provides high-quality person-centered recovery-based care through the provision of clinical excellence and best practice across the service. The position is also key in leading the continuous improvement of clinical governance, responsibility for medical administration matters and the process of implementing new and enhanced clinical service and/or models of care across Mental Health Services.

The appointment is a joint clinical and management role of approximately 0.3 clinical FTE. The nature of the clinical duties will be negotiated with the successful applicant. The role includes undergraduate and postgraduate teaching, research and supervision. The Director is responsible for the maintenance of quality with all aspects of service delivery by the medical team and the efficient use of resources within Western Sydney Local Health District.

## COVID-19 VACCINATION COMPLIANCY

All NSW Health workers are required to have completed a primary course of a COVID-19 vaccine which has been approved or recognised by the Therapeutics Goods Administration (TGA). Additionally, Category A workers are required to receive a booster dose three months after completing the primary course of COVID-19 vaccinations. New applicants must have completed the vaccination course prior to commencement with NSW Health or provide an approved medical contraindication certificate (IM011 immunisation medical exemption form) certifying the worker cannot have any approved COVID-19 vaccines available in NSW.

Acceptable proof of vaccination is the Australian Immunisation Register (AIR) Immunisation History Statement or AIR COVID-19 Digital Certificate. Booster doses are highly recommended for all health care workers who have completed the primary course of COVID-19 vaccinations.

For Category A applicants, if dose 3 is not yet due they can sign the undertaking form to confirm they will receive the vaccine within 6 weeks of the dose due date.

## RESPIRATOR USE

NSW Health workers may be required to use a respirator, as part of their appointment with NSW Health. Where a respirator is required for use, workers will be instructed in their safe use; including donning, doffing and fit checking. Staff may be required to complete fit testing to selected respirator/s to assess their facial fit/seal.

At all times when a health worker is required to use a respirator, the health worker must not have any facial hair present.

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Processes are in place to support workers that need to keep facial hair due to religious observance requirements and/ or health conditions.

## ESSENTIAL REQUIREMENTS

- Checks: National Police Check Working with Children Check.
- Current medical practitioner registered or eligible for specialist registration with the Australian Health Practitioner Regulation Agency (AHPRA), and Fellowship of the Royal Australian and New Zealand College of Psychiatrists (RANZCP) and/or other equivalent specialist recognition as provided for in the NSW Staff Specialist (State) Award.

## KEY ACCOUNTABILITIES

- Provide expert advice to the General Manager Mental Health and the WSLHD Mental Health Service executive on the strategic planning, financial performance, policy, governance, and workforce matters.
- Leading and directing clinical service delivery with the General Manager and Clinical Directors, setting service delivery goals, standards, and performance measures for clarity and to ensure expectations of high quality patient centered care are met. Leading delivery through strong collaboration and the use of evidence based best practice outcomes inclusive of the reduction and working towards cessation of restrictive practices.
- Proactively manage the development of an effective clinical governance framework to ensure a strong focus on quality and patient safety. Support ongoing development of Mental Health expertise, knowledge, capability, and skills, and strengthen clinician involvement in decision making through providing professional leadership, development, and education across Mental Health Services.
- Lead and manage the medical directorate ensuring the development of plans, strategies, policies, and systems are aligned with the identified needs of the overall Mental Health Service and the Western Sydney Community. Inclusive of responsibility for medical administrative matters including contract management, performance, and professionalism.
- Develop and build strong networks across the medical and operational teams both within Mental Health Services and the broader WSLHD to ensure collaborative working partnerships and integration to support patient flow between facilities and mental health services.
- Consult with the community and customers to assess their needs, review the quality of services provided and plan the provision of new services. Monitor and analyse international, national, and State mental health directions and trends, and current and future client needs, in order to determine and effectively plan for their impact on the service.
- Lead the research and implementation of evidence-based approaches to treatments and the promotion of links between WSLHD Mental Health Services and other organisations and agencies.
- Provide professional oversight of the services responsibilities to the Health Education and Training Institute and The Royal Australian and New Zealand College of Psychiatrists (RANZCP) for maintenance of standards and accreditation of prevocational and vocational training programs. This includes providing clinical leadership and guidance for mitigation of accreditation risks and formulation of responses to recommendations with service-wide implications.

## KEY CHALLENGES

- Ensuring effective function of the Mental Health Services Governance structure, providing high level leadership and support for staff across different departments.
- Understanding health within a clinical, political, and financial framework and using that understanding to ensure that a patient centered, safe, efficient, and effective service is provided to meet the expectations of patients and communities including the utilisation of higher-level planning and decision-making skills as mental health service executive on-call.
- Developing and maintaining strong working relationships with key partners and stakeholders including senior medical and nursing staff, nursing, allied health executive and the General Manager Mental Health /WSLHD Executive to influence service development, implementation of multidisciplinary models of care
- to improve operational efficiency and outcomes of care.

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### KEY RELATIONSHIPS

Who	Why
General Manager Mental Health Services	Direct report
Executive Director Medical Services District Executive Directors	The EDMS is the professional lead for WLSHD Medical Staff and works closely with facility medical leadership positions
Medical Directors across WSLHD,	Work collaboratively to ensure the best possible outcomes for Mental Health Services and the WSLHD.
Mental Health Service's Management and Staff	Work collaboratively to ensure the best possible outcomes for Mental Health Services and the WSLHD.
Stakeholders such as Community Groups, Unions, Integrated Care, facilities, and other service directorates, other LHDs	Build relationships and collaborate as required.

### SELECTION CRITERIA

1. Medical degree (MBBS or equivalent) and current registration with the Medical Board of Australia. Fellowship of The Royal Australian and New Zealand College of Psychiatrists (RANZCP), or an equivalent specialist qualification would be desirable.
2. Extensive clinical experience within a complex health care environment
3. Detailed knowledge of the NSW Mental Health Act (2007) with experience in implementation and delivery
4. Demonstrated medical administration experience and comprehensive knowledge of professional and practice issues surrounding medical clinical practice and medical staff training.
5. A comprehensive knowledge of and commitment to health system safety, quality, risk management, improvement systems, innovation, and best practice.
6. Demonstrated ability to influence a diverse range of staff across clinical functions to deliver high quality integrated services.
7. Demonstrated application of knowledge and expertise in service delivery across a diverse range of care sectors, in advocacy for positive change in a broad range of community and government forums.
8. Proven track record of creating long lasting relationships, built on trust, with internal and external stakeholders and clients.

### OTHER REQUIREMENTS

- Demonstrate relational leadership behaviours which shape a workplace culture embodying CORE values and continuous learning together with mutual respect, having a disposition of mindfulness in all actions with an awareness and application of the Code of Conduct.
- Promote and coordinate quality improvement and person-centered care within the department, service, and district. Utilise key performance indicators that provide outcome measures. Include quality improvement, patient safety, and consumer participation as standard agenda items at department meetings. Include consumers in the evaluation and planning of services.
- Ensure timely and accurate reporting and management of near or actual, incidents or patient and staff safety concerns.
- As a leader you are expected to support the organisation achieve the aims of the safety management system, to establish and maintain a positive health and safety culture in the workplace and to consult with workers and others when making decisions that may impact upon the health, safety, and welfare of those in the workplace.
- Managers promote a positive risk culture where understanding, managing, and accepting appropriate risk is part of all decision-making processes.