

August 2022

SNSWLHD Ref: 00/0000

Dear NSW Health Services Union

Consultation – Reclassification of Alcohol and Other Drugs Clinical Lead positions

I am writing to provide you with information relating to proposed amendments to the Community Drug and Alcohol Service Clinical Lead Positions (Attachment 1 – Community Drug and Alcohol Service, Clinical Leader Position Description).

It is proposed that these positions will:

- No longer be multi-classified, with all four positions re-classified as Clinical Nurse Consultant G2 in accordance with the PUBLIC HEALTH SYSTEM NURSES' AND MIDWIVES' (STATE) AWARD 2021.
- Change direct reporting lines from the Community Mental Health (CMH) Managers to the newly appointed Alcohol and Other Drugs (AOD) Manager.

The proposed position description is attached (Attachment 2 – Alcohol and Other Drugs Clinical Nurse Consultant Grade 2 Position Description).

The intention of this proposal is to bring these positions in line with the AOD Services Opioid Treatment Program and Consultation Liaison clinical requirements of the Clinical Leader role.

There is currently 4 AOD Clinical Leader positions, of which Registered Nurses are permanently employed to 3 of the positions. The fourth position has recently been vacated and permanent recruitment to the position is pending.

CMH Managers are no longer accountable for AOD clinical services and changes to reporting lines need to be reflected in AOD position descriptions (Attachment 3 – Organisational Chart).

No decision has been made at this time, as we are inviting feedback on the proposal. A consultation process is being undertaken with current AOD staff with their active contribution invited and highly valued.

Please don't hesitate to contact me at Tasha.Lutz@health.nsw.gov.au if you require any further information. Feedback will be accepted until COB 19 August 2022.

Yours sincerely



Tasha Lutz
District Manager
Alcohol & Other Drugs
Southern NSW Local Health District

Attachments:

1. Community Drug and Alcohol Service, Clinical Leader Position Description
2. Alcohol and Other Drugs Clinical Nurse Consultant Grade 2 Position Description
3. Organisational Chart

POSITION DESCRIPTION

SNSWLHD - Clinical Leader – Community Drug and Alcohol Service

Working in Southern NSW... People Caring for People

Our staff work in collaboration with all team members to ensure the needs of our patients and families are central to the decisions of the health care we provide.

You are committing to demonstrate the CORE values and behaviours

Collaboration, Openness, Respect and Empowerment.

Organisation	NSW Health
Local Health District / Agency	Southern NSW Local Health District
Position Classification	Clinical Nurse Consultant Gde 2, Clinical Psychologist, Occupational Therapist Lvl 4, Psychologist, Snr Clinical Psychologist, Snr Psychologist, Social Worker Lvl 4, Welfare Off Lvl 4
State Award	Health and Community Employees Psychologists (State) Award NSW Health Service Health Professionals (State) Award Public Health System Nurses & Midwives (State) Award
Category	Mental Health, Drug & Alcohol MHDA Team Lead
Website	www.snswlhd.health.nsw.gov.au/

PRIMARY PURPOSE

The Clinical Leader – Community Drug and Alcohol Service provides expert clinical services, clinical governance and support to a multidisciplinary team of drug and alcohol clinicians, ensuring the provision of services is evidence-based and with focus on harm minimisation.

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). New applicants must have completed the vaccination course prior to commencement with NSW Health, or provide an approved medical contraindication certificate 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. Please provide proof of booster vaccination if available.

ESSENTIAL REQUIREMENTS

Tertiary qualifications and current registration with AHPRA for Registered Nurses, Occupational Therapists, Psychologists, OR Tertiary qualifications and eligibility for membership of the Australian Association of Social Workers for Social Workers OR Bachelor of Health Science Mental Health for Welfare Officers.

Classifications for appointment are: • Clinical Nurse Consultant, Grade 2 (must be Award requirements for appointment - see Selection Criteria 2)

- Social Worker Level 4
- Occupational Therapist Level 4
- Welfare Officer Level 4,
- Psychologist (grade depends upon qualifications and experience).

POSITION DESCRIPTION

SNSWLHD - Clinical Leader – Community Drug and Alcohol Service

KEY ACCOUNTABILITIES

Provide expert consultancy to drug and alcohol clinicians in the assessment and treatment of complex drug and alcohol clients, and co-morbid mental health drug and alcohol clients - promoting client recovery from substance dependence issues.

Provide expert clinical services, clinical governance and support to a multidisciplinary team of drug and alcohol clinicians to ensure the provision of services is evidence based.

Undertake direct clinical work for complex clients and where contentious issue exist to support clinicians to facilitate improved client outcomes.

Collaborate with MHDA Educators to deliver regular education sessions (including the provision of direct clinical work, case studies and presentations) to stimulate the professional competency of clinicians

Collaborate, plan, and communicate with Drug and Alcohol District Strategic Coordinator on governance oversight and service evaluation in relation to evidence based practice clinical competencies.

Translate key Performance Indicators and client outcome measures into operational procedures and innovative service delivery.

Complies with relevant state legislation with regards to the care, control and treatment of Drug and Alcohol clients that is in line with harm minimisation and least restrictive care.

KEY CHALLENGES

- Providing drug and alcohol clinical expertise to clinicians across a large rural region to clinicians engaging with clients with complex and multiple needs that require use of advanced practice skills whilst maintaining appropriate professional boundaries.

KEY RELATIONSHIPS

Who	Why
Team Manager/s	Operational management, expert clinical support and consultancy, escalation and feedback of clinical issues
Clinicians	Support, educate and feedback to upskills clinicians and ensure good evidence based clinical practice
Strategic Coordinator and clinical leadership team members	Peer support, advice and shared decision making in consultation with senior staff. Participation in meetings
General Practitioners	Liaison and communication for ongoing care and treatment of clients
Private Pharmacies	Ongoing liaison communication and support for private pharmacies providing medication treatment to drug and alcohol clients

SELECTION CRITERIA

POSITION DESCRIPTION

SNSWLHD - Clinical Leader – Community Drug and Alcohol Service

1. Tertiary qualifications and current registration with AHPRA for Registered Nurses, Occupational Therapists, Psychologists, OR Tertiary qualifications and eligibility for membership of the Australian Association of Social Workers for Social Workers OR Bachelor of Health Science Mental Health for Welfare Officers.
2. Extensive demonstrated successful post-graduation experience in provision of drug and alcohol services, and a breadth of knowledge and expertise in contemporary practices in drug and alcohol services. For Registered Nurse at least 5 years full time equivalent registration experience with at least 3 year's fulltime equivalent experience in the speciality field. In addition the employee must have an approved post graduate nursing qualifications in Alcohol and Other Drugs or current enrolment in or commitment to enrol in an approved postgraduate course within the next 12 months.
3. Demonstrated high level understanding of the broad health and social impact of substance abuse and dependence and commitment to the harm minimisation approach.
4. Demonstrated high level understanding of and skills in evidence based interventions for substance abuse and dependence.
5. Demonstrated expertise in clinical leadership and clinical supervision to drug and alcohol clinicians from all disciplines, upholding standards of clinical practice, and critically analyse, review and develop relevant policies and procedures.
6. Ability to communicate effectively and the capacity to engage and collaborate with clients, their families and carers and / or other stakeholders, and a demonstrated high level proficiency in computer literacy.
7. Current unrestricted drivers' licence and the ability to maintain. Ability and willingness to drive/travel as the role requires. This may involve driving long distances.

OTHER REQUIREMENTS

Southern NSW Local Health District is committed to providing a person centred environment focusing on all aspects of safety and quality. Each employee has a responsibility to ensure the highest standard of quality care. Role and responsibilities are to be performed in a manner that is in accordance with relevant legislation, awards, state and local policies, procedures and guidelines.

All employees contribute to a constructive workplace culture and a safe workplace by modelling the organisation's CORE values of Collaboration, Openness, Respect and Empowerment (CORE) and ensuring all workplace conduct aligns with the behaviours associated with those values and the NSW Health Code of Conduct.

All employees participate in the performance development and review process for own professional/personal development and to identify educational and development needs.

All employees must take all reasonable care for themselves and others and comply with any reasonable instruction, policies and procedures relating to work health safety and wellbeing.

POSITION DESCRIPTION

SNSWLHD - Clinical Leader – Community Drug and Alcohol Service

Job Demands for: SNSWLHD - Clinical Leader – Community Drug and Alcohol Service

Physical Demands	
<p>Sitting - remaining in a seated position to perform tasks</p> <p>Occasional</p>	<p>Standing - remaining standing without moving about to perform tasks</p> <p>Occasional</p>
<p>Walking - floor type: even/uneven/slippy, indoors/outdoors, slopes</p> <p>Occasional</p>	<p>Running - floor type: even/uneven/slippy, indoors/outdoors, slopes</p> <p>Infrequent</p>
<p>Bend/Lean Forward from Waist - forward bending from the waist to perform tasks</p> <p>Frequent</p>	<p>Trunk Twisting - turning from the waist while sitting or standing to perform tasks</p> <p>Frequent</p>
<p>Kneeling - remaining in a kneeling posture to perform tasks</p> <p>Occasional</p>	<p>Squatting/Crouching - adopting a squatting or crouching posture to perform tasks</p> <p>Occasional</p>
<p>Leg/Foot Movement - use of leg and/or foot to operate machinery</p> <p>Infrequent</p>	<p>Climbing (stairs/ladders) - ascend/descend stairs, ladders, steps</p> <p>Occasional</p>

POSITION DESCRIPTION

**SNSWLHD - Clinical Leader – Community
Drug and Alcohol Service**

<p>Lifting/Carrying - light lifting and carrying (0 to 9 kg)</p> <p>Frequent</p>	<p>Lifting/Carrying - moderate lifting and carrying (10 to 15 kg)</p> <p>Occasional</p>
<p>Lifting/Carrying - heavy lifting and carrying (16kg and above)</p> <p>Infrequent</p>	<p>Reaching - arms fully extended forward or raised above shoulder</p> <p>Occasional</p>
<p>Pushing/Pulling/Restraining - using force to hold/restrain or move objects toward or away from the body</p> <p>Occasional</p>	<p>Head/Neck Postures - holding head in a position other than neutral (facing forward)</p> <p>Occasional</p>
<p>Hand and Arm Movements - repetitive movements of hands and arms</p> <p>Frequent</p>	<p>Grasping/Fine Manipulation - gripping, holding, clasping with fingers or hands</p> <p>Occasional</p>
<p>Work at Heights - using ladders, footstools, scaffolding, or other objects to perform work</p> <p>Infrequent</p>	<p>Driving - Operating any motor powered vehicle</p> <p>Infrequent</p>

Sensory Demands

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POSITION DESCRIPTION

**SNSWLHD - Clinical Leader – Community
Drug and Alcohol Service**

<p>Sight - use of sight is an integral part of work performance (e.g. viewing of X-Rays, computer screens)</p> <p>Constant</p>	<p>Hearing - use of hearing is an integral part of work performance (e.g. Telephone enquiries)</p> <p>Constant</p>
<p>Smell - use of smell is an integral part of work performance (e.g. working with chemicals)</p> <p>Not Applicable</p>	<p>Taste - use of taste is an integral part of work performance (e.g. food preparation)</p> <p>Not Applicable</p>
<p>Touch - use of touch is an integral part of work performance</p> <p>Frequent</p>	

Psychosocial Demands

<p>Distressed People - e.g. emergency or grief situations</p> <p>Frequent</p>	<p>Aggressive and Uncooperative People - e.g. drug/alcohol, dementia, mental illness</p> <p>Frequent</p>
<p>Unpredictable People - e.g. dementia, mental illness, head injuries</p> <p>Frequent</p>	<p>Restraining - involvement in physical containment of patients/clients</p> <p>Occasional</p>
<p>Exposure to Distressing Situations - e.g. child abuse, viewing dead/mutilated bodies</p>	

POSITION DESCRIPTION

**SNSWLHD - Clinical Leader – Community
Drug and Alcohol Service**

Frequent

Environmental Demands

<p>Dust - exposure to atmospheric dust</p> <p>Not Applicable</p>	<p>Gases - working with explosive or flammable gases requiring precautionary measures</p> <p>Not Applicable</p>
<p>Fumes - exposure to noxious or toxic fumes</p> <p>Not Applicable</p>	<p>Liquids - working with corrosive, toxic or poisonous liquids or chemicals requiring PPE</p> <p>Not Applicable</p>
<p>Hazardous Substances - e.g. dry chemicals, glues</p> <p>Not Applicable</p>	<p>Noise - environmental/background noise necessitates people raise their voice to be heard</p> <p>Not Applicable</p>
<p>Inadequate Lighting - risk of trips, falls or eyestrain</p> <p>Not Applicable</p>	<p>Sunlight - risk of sunburn exists from spending more than 10 minutes per day in sunlight</p> <p>Not Applicable</p>
<p>Extreme Temperatures - environmental temperatures are less than 15°C or more than 35°C</p> <p>Not Applicable</p>	<p>Confined Spaces - areas where only one egress (escape route) exists</p> <p>Infrequent</p>
<p>Slippery or Uneven Surfaces - greasy or wet</p>	<p>Inadequate Housekeeping - obstructions to</p>

POSITION DESCRIPTION

**SNSWLHD - Clinical Leader – Community
Drug and Alcohol Service**

<p>floor surfaces, ramps, uneven ground</p> <p>Infrequent</p>	<p>walkways and work areas cause trips and falls</p> <p>Infrequent</p>
<p>Working At Heights - ladders/stepladders/scaffolding are required to perform tasks</p> <p>Not Applicable</p>	<p>Biological Hazards - exposure to body fluids, bacteria, infectious diseases</p> <p>Constant</p>

Southern NSW Local Health District

Mental Health Alcohol and Other Drugs

POSITION DESCRIPTION TEMPLATE

Complete template. People and Wellbeing upload information to ROB. ROB generates Position Description.

Position Classification

Clinical Nurse Consultant Gde 2

Award

Public Health System Nurses & Midwives (State) Award

Category

Choose one category and a corresponding sub-category in the same row

Category	Sub-category
<input type="checkbox"/> Mental Health Drug & Alcohol	Choose an item
<input checked="" type="checkbox"/> Nursing and Midwifery	Clinical Nurse Consultant
<input type="checkbox"/> Allied Health	Choose an item
<input type="checkbox"/> Administration	Choose an item
<input type="checkbox"/> Project Management	Choose an item
<input type="checkbox"/> Marketing and Communications	Choose an item

Position Title

SNSWLHD –Clinical Nurse Consultant Grade 2 – Alcohol and Other Drugs

Position Location

LHD Wide

Primary purpose of the role

Provides a complex person-centred expert clinical consultancy service for individuals, carers and other health care professionals with the Alcohol and Other Drugs (AOD) specialty to provide a people focused, evidenced based, quality clinical consultancy service in collaboration with the multidisciplinary team with a focus on harm minimisation.

Key accountabilities (maximum 10)

- Provide expert consultation, advice and clinical leadership for a multidisciplinary team of AOD clinicians that supports learning and meets the relevant professional standards of practice ensuring staff understand the role and work within their scope of practice to deliver competent care in line with public expectation
- Undertake direct clinical work and facilitate the implementation of advance management plans for individuals with complex health needs and provide education on complex clinical issues to achieve expected health and wellbeing goals.
- Provide expert consultancy to AOD clinicians in the assessment and treatment of complex drug and alcohol clients, and co-morbid mental health drug and alcohol clients - promoting client recovery from substance dependence issues.
- Provide leadership for ongoing review of AOD services, assume roles that promote broader advancement of clinical practice, participate on state and national working parties, initiate, adapt

and apply research to develop advanced standards, clinical pathways, policy procedures and guidelines to ensure standards are met and supported by scientific research.

- In collaboration with individual/s and multidisciplinary health care teams initiate, plan, develop , implement and evaluate strategic changes for the LHD clinical specialty services and provide analyses of practice and the impact of new directions for AOD services to ensure it meets current and future need.
- Undertake primary responsibility for the planning and implementation of AOD education and development of resources and for the LHD to achieve a competent and skilled workforce that supports the provision of people focused quality care.

Key challenges (maximum 3)

- Providing AOD clinical expertise to clinicians across a large rural region to clinicians engaging with clients with complex and multiple needs that require use of advanced practice skills whilst maintaining appropriate professional boundaries.
- Working with and implementing new approaches to AOD practice that link best available evidence to improved clinical outcomes

Key relationships

Who	Why
Internal	
Manager	<ul style="list-style-type: none"> • Provide advice, escalate issues, meet deadlines, provide regular updates on key projects, issues and priorities, undertake duties as directed
Team	<ul style="list-style-type: none"> • Be an effective member of the work team, collaborate, participate in meetings, share information and provide input on issues
Patients, consumers, families and carers	<ul style="list-style-type: none"> • Ensure services provide safe, contemporary, trauma informed, evidence-based care and treatment
Service Stakeholders	<ul style="list-style-type: none"> • Liaise, consult and develop effective professional relationships
Other Local Health Districts	<ul style="list-style-type: none"> • Liaise, consult and develop effective professional relationships


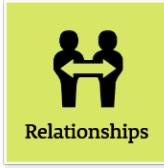


Selection Criteria (maximum 7)

1. Current Registration with the Australian Health Practitioners Regulation Agency (AHPRA) as a Registered Nurse with at least 5 years full time equivalent postgraduate experience with at least 3 year's fulltime equivalent experience in the provision of alcohol and other drugs services and a breadth of knowledge and expertise in contemporary practices in alcohol and other drugs. In addition, tertiary nursing qualification in Alcohol and Other Drugs or current enrolment or commitment to enrol in an approved postgraduate course with in the next 12 months is mandatory.
2. Demonstrated advanced skills in alcohol and other drug services including but not limited to health and social impacts of substance abuse, dependence, harm minimisation and evidence-based AOD interventions.
3. Demonstrated skills and ability to conduct and apply scientific research and evidence-based practice to the workplace with the ability to critically, problem solve and link outcomes to the principles of continuous quality improvement in the alcohol and other drugs specialty field.
4. Demonstrated high level of interpersonal and communication skills, including written, verbal and computer skills and an ability to work collaboratively in a multidisciplinary team.
5. Proven clinical leadership and clinical supervision capabilities with the ability to provide consultant advice, education and support to individuals, their families, AOD clinicians and other health professionals.

6. Proven ability to develop, implement, present and evaluate education, clinical procedures and policies to multidisciplinary teams.
7. Current unrestricted drivers' licence and the ability to maintain. Ability and willingness to drive/travel as the role requires. This may involve driving long distances.

Capabilities for the role

The [NSW public sector capability framework](#) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities.

Capabilities			
Capability group/sets	Capability name	Description	Level
 Personal Attributes	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Adept
	Act with Integrity	Be ethical and professional, and uphold and promote the public sector values	Adept
	Manage Self	Show drive and motivation, an ability to self-reflect and a commitment to learning	Adept
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Adept
 Relationships	Communicate Effectively	Communicate clearly, actively listen to others, and respond with understanding and respect	Adept
	Commit to Customer Service	Provide customer-focused services in line with public sector and organisational objectives	Adept
	Work Collaboratively	Collaborate with others and value their contribution	Adept
	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Adept
 Results	Deliver Results	Achieve results through the efficient use of resources and a commitment to quality outcomes	Adept
	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Adept
	Think and Solve Problems	Think, analyse and consider the broader context to develop practical solutions	Adept
	Demonstrate Accountability	Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	Adept
 Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Intermediate
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Intermediate
	Project Management	Understand and apply effective planning, coordination and control methods	Intermediate
 People Management	Manage and Develop People	Engage and motivate staff, and develop capability and potential in others	Intermediate
	Inspire Direction and Purpose	Communicate goals, priorities and vision, and recognise achievements	Adept
	Optimise Business Outcomes	Manage people and resources effectively to achieve public value	Intermediate
	Manage Reform and Change	Support, promote and champion change, and assist others to engage with change	Adept

Current Mental Health and Alcohol & Other Drugs (MHAOD) Operational Reporting Lines

