

POSITION TITLE: INTAKE AND ASSESSMENT CLINICIAN

Award:	Dependent on qualifications and experience
Classification:	Dependent on qualifications and experience
Site:	This position is primarily based at BCHS' Kangaroo Flat site, however may be required to work from any BCHS' site or outreach location as negotiated.
Hours per fortnight:	45.6 hours per fortnight (0.6 FTE)
Tenure:	Ongoing
Position description developed:	June 2024
Responsible to:	Senior Leader Children's Health Services

We want (Vision)

Better health and wellbeing across generations.

We exist (Mission)

To work hand in hand with our community to achieve healthier lives.

We strive for (Values)

- **Integrity**
We are authentic and accountable, and we honour our obligations.
- **Respect**
We build respectful relationships through trust, empathy and collaboration.
- **Inclusive**
We recognise and promote accessible, safe and holistic supports and services as a basic human right.
- **Innovation**
Through continuous learning, we ensure an agile, responsive and sustainable service.
- **Togetherness**
We create a sense of connectedness, pride and support through enjoying our work and being passionate about making a difference.

Our pillars	Consumer and Community	Influence	Visible	Sustainable
The change we want to see	People in our community, especially those most in need, have improved health and wellbeing	We use evidence, data and the voice of our community to shape our supports and services	Our service is identified as a quality provider and our people are recognised as leaders	Our sustainability is based on a healthy culture, improved systems, outcomes and growth

Position Overview

An exciting new opportunity has become available at Bendigo Community Health Services (Loddon Children's Health and Wellbeing Local) for a suitably qualified clinician to join our intake and wellbeing team. We are looking for someone who shares our passion for innovation in delivering family centred care that responds to the needs of children and families in our community. This is a dynamic role that involves working in collaboration with our multidisciplinary team and in partnership with our broader community to deliver holistic assessment and best care to children and families.

The Role of the Loddon Children's Health and Wellbeing Local (LCHWL) Team

The LCHWL provides a range of health and wellbeing services to children up to 11 years of age who may be experiencing some challenges such as developmental, emotional, relational or behavioural concerns. Services are available to families across the shires of Campaspe, Central Goldfields, Loddon, Macedon Ranges and Mt Alexander, and City of Greater Bendigo. The LCHWL is an innovative model co-designed with partners – paediatric service providers, and people with lived experience - to provide a regionally based system response that improves access across prevention, primary and tertiary care in the Loddon region. The service is particularly targeting those children who are not accessing support under other mechanisms such as NDIS.

Services provided through the LCHWL include paediatric health, mental health support, parenting support, specialist assessments, allied health, family services, peer support and care coordination.

The LCHWL has recently been established in response to the Royal Commission into Victoria's Mental Health System and led by Bendigo Community Health Services in partnership with Bendigo Health and regional partners Bendigo and District Aboriginal Cooperative, Njernda Aboriginal Corporation, Echuca Regional Health, Dhelkaya Health, Sunbury and Cobaw Community Health, North Central LLEN and Maryborough District Health.

Position Responsibilities

The responsibilities of the position are:

- Collaborate as a member of the LCHWL team to support child and family access to LCHWL services and broader service system navigation.
- Participate in all relevant clinical and LCHWL service meetings.
- Deliver holistic family centred care that responds to the changing needs of the children and families.
- Gather information and facilitate service plans to minimise the need for families to repeat their story and to support tailored and coordinated care with therapeutic coherence.
- Utilise clinical knowledge and expertise to prioritise care to ensure families receive the right care at the right time in the right place.
- Work with team members to undertake assessments and develop care plans for children.
- Contribute to a positive experience for children and families through the provision of family led care planning.
- Actively engage in the multi-disciplinary team to share information and practice knowledge in support of the best outcomes for children.
- Align all engagement with local families with the LCHWL client journey policies and procedures.



- Engage in ongoing education and skill development.
- Practice in a family-centred and collaborative manner to ensure service responses that are integrated and directed toward family concerns.
- Ensure recording of statistical data and documentation requirements within required timeframes.
- Other duties as directed.

Key Selection Criteria

Essential:

1. Tertiary qualification with 3-4 years' experience in paediatric nursing or allied health.
2. Enthusiastic about a career in the paediatric field and interest in further developing knowledge and skills in this area.
3. Knowledge and appreciation of working as part of a multidisciplinary team.
4. Strong written and verbal communication skills, and ability to build relationships and collaborate effectively with others.
5. Proven experience and knowledge in applying a strength-based approach and holistic wellbeing assessments with diverse families and disadvantaged communities
6. Passionate about advocating and working under a neurodiversity affirming framework.
7. An understanding of the particular needs of working with clients from vulnerable and/or culturally and linguistically diverse backgrounds.
8. A current Working with Children Check, current Police Check and current driver's licence.

Desirable:

1. Previous experience utilising electronic client management systems.

Probationary Period

Employment with BCHS is conditional on satisfactorily completing a probationary period of six (6) months from date of commencement. During this period your performance will be reviewed with your manager and, assuming this is mutually satisfactory, your employment will be confirmed at the end of this period.

Staff Review & Development (SRD)

Each BCHS staff member is required to participate in the annual SRD process. The SRD will be based on the position role and responsibilities and key selection criteria in addition to the relevant branch and team plans and the following performance indicators.

Position Performance:

Demonstrate achievement of negotiated performance indicators specific to your position.

- Provide high-quality service delivery to consumers and their families.
- Demonstrate the ability to develop quality partnerships with key internal and external consumers and stakeholder.
- Demonstrate positive outcomes for consumers through appropriate management and interventions.
- Demonstrate a consumer-centred service delivery approach which meets individual preferences, needs and diversity.



- Demonstrate a holistic and integrated service delivery approach for consumers.
- Participate in supervision and professional development as negotiated with line manager.
- Knowledge and compliance with BCHS privacy and confidentiality procedures.

Communication and Teamwork:

High level communication and interpersonal engagement that contributes to productive and collegial relationships between staff and with consumers.

- Display your capacity for self-awareness through reflection, planning and communication.
- Show evidence of your ability to work co-operatively within a team to achieve team goals.
- Establish and develop as key functions of relationship management, regular and professional communication with all your relevant colleagues.
- Demonstrate alignment and integration of practice according to BCHS' vision, values, and strategic directions.

Self-Management:

Demonstrated experience and understanding of the need for ongoing personal and professional development that contribute to self-satisfaction and professional growth.

- Continually develop personally and professionally to meet the changing needs of your position, career and industry.
- Demonstrate behaviours that lead you to achieving your goals.
- Demonstrate understanding and behaviour to reflect BCHS' values.

Administration and Documentation:

Through the use of BCHS processes ensure that all administration and documentation requirements are initiated and completed in a professional and timely manner.

- Show evidence that the administrative tasks of your position are completed in an orderly, timely and accessible manner.
- Demonstrate that your documentation is completed in an accurate, legally and ethically compliant standard, and is produced to an appropriate professional standard.

Learning:

Demonstrated knowledge and application of the capabilities required for this position including knowledge and understanding of appropriate equipment, legislation, policies and procedures.

- Show evidence of knowledge and understanding of BCHS' strategic directions and the ability to link key strategic directions to individual and teamwork plans and individual self-development.
- Demonstrate initiative and enterprise skills that contribute to innovative outcomes.
- Display an appropriate level of awareness of the implications for BCHS of decisions and situations that involve you and others.

Diversity and Culture:

BCHS treats all people with respect; values diverse perspectives; provides diversity training opportunities; and provides a supportive work environment. BCHS is committed to employing people from diverse backgrounds and providing a workplace free from discrimination and harassment.



Child Safety:

BCHS values children from all backgrounds and is committed to making our community a safe, nurturing and welcoming place for children to grow and develop. We are committed to making sure **all** children reach their individual potential.

Other Essential Requirements

Staff will:

- Complete all required probity checks **before** employment is confirmed.
- Provide vaccination information that meets the requirements for healthcare workers.
- Present a copy of original professional qualifications document or registration (if required).
- Receive and comply with BCCHS' policies and procedures including the Code of Conduct.
- Actively contribute to continuous quality and service delivery improvement through the organisation.
- Be proactive in risk identification, notification and management.

BCCHS believes that *"Quality is everyone's business, safety is my responsibility"*

Co-operate with and contribute to BCCHS' Occupational Health and Safety procedures and participate in appropriate safety information and education activities as required.

Other Information

- Salary Packaging would be available to the successful applicant.
- BCCHS' Employee Assistance Program is available to employees and immediate family.
- BCCHS is an equal opportunity employer.
- All BCCHS sites are smoke and vape free workplaces.
- BCCHS has a commitment to environmental sustainability.