

## POSITION DESCRIPTION

<b>Position Title:</b>	GP Liaison Clinician
<b>Business Unit/Department:</b>	Community Team
<b>Division:</b>	Mental Health and Wellbeing Services
<b>Award/Agreement:</b>	Victorian Public Mental Health Services Enterprise Agreement
<b>Classification:</b>	RPN5, OT4, SW4
<b>Reports To:</b>	Program Manager
<b>Direct Reports:</b>	N/A
<b>Date Prepared/Updated:</b>	17 December 2025

### Position Purpose

The Senior Clinician will be responsible for leading the GP liaison function, providing expert clinical support, education, and consultation to local GPs in collaboration with key medical staff. The role includes delivering specialist clinical interventions to consumers referred by GPs, offering comprehensive assessments, short-term evidence-based therapeutic interventions, psychoeducation, and referrals to appropriate support services. This work is essential in enhancing consumer recovery and reducing the risk of acute or ongoing intervention.

As a clinical leader, the Senior Clinician will act as a subject matter expert within the team, fostering strong professional relationships with the local GP network, guiding best clinical practices, and contributing to the development of primary mental health care capacity. The role also involves supporting service development, strategic planning, and quality improvement initiatives, ensuring the ongoing effectiveness of mental health care delivery.

Key aspects of the role include:

- Delivering high-level clinical interventions to consumers referred by GPs, ensuring high standards of care and recovery-focused support.
- Providing expert psychoeducation and clinical feedback to GPs to assist them in their ongoing care of consumers.
- Managing complex and high-risk cases, applying advanced decision-making skills and working collaboratively within a multidisciplinary framework.
- Offering mentorship and supervision to junior staff and students, ensuring high clinical standards and workforce development.
- Contributing to service development initiatives, including clinical governance, quality improvement, and strategic planning efforts.
- Taking on additional leadership responsibilities as required to support team effectiveness and service continuity.

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Business Unit Overview
<p>The Division of Mental Health and Wellbeing Services spans across multiple Western Health sites and within the local community and services consumers across the lifespan.</p> <p>The Division has recently been established following a key recommendation from the Royal Commission into Victoria's Mental Health System.</p> <p>Western Health's Mental Health and Wellbeing Service (MH&amp;WS) provides a comprehensive range of specialist mental health services to people residing in the local government areas of Melton, Brimbank, Maribyrnong and parts of Hume (Sunbury/Bulla). We deliver specialist clinical programs across Adult Community Services, EMH/PARC/CL Psychiatry, the St Albans Community Care Unit, the Adult Mental Health Rehabilitation Unit, and the Adult Acute Inpatient Unit.</p> <p>The MH&amp;W service is situated in a growth corridor characterised by continuous development, service expansion, and innovative new programs.</p> <p>Our recovery-oriented care is delivered by a skilled multidisciplinary workforce, including lived and living experience workers, with input from consumers and carers. These services include hospital based, community and specialist mental health and wellbeing services for adults, older adults, children and adolescents who are experiencing, or are at risk of developing a serious mental illness.</p> <p>The Division collaborates across a number of Divisions within Western Health and partners with external health services and community services to ensure the provision of Best Care.</p> <p>The Division aims to innovate and develop services and care options across Western Health to ensure Best Care for the community of Western Melbourne.</p>
Key Responsibilities
<ul style="list-style-type: none"> <li>• Clinical Leadership and Expert Practice:</li> <li>• Act as the clinical expert, leading complex clinical decision-making and ensuring high-quality consumer care across the region.</li> <li>• Guide and supervise clinical staff in the application of evidence-based practices, enhancing their clinical decision-making abilities.</li> <li>• Provide leadership in clinical governance activities, ensuring the team adheres to best practice standards and meets organisational requirements.</li> <li>• Lead case reviews for complex consumers, providing critical oversight and ensuring appropriate interventions and planning.</li> <li>• Mentorship and Training:</li> <li>• Model best clinical practice and leadership for the team, actively contributing to professional development and fostering a culture of learning.</li> <li>• Provide advanced supervision and mentoring to junior staff, ensuring the development of their clinical and professional competencies.</li> <li>• Oversee and supervise clinical placements for students and new staff, ensuring high-quality educational support and guidance.</li> <li>• Service Improvement and Development:</li> <li>• Lead service development initiatives aimed at improving the quality and effectiveness of the service provided.</li> <li>• Actively engage in research and quality improvement projects to enhance service delivery, clinical outcomes, and consumer satisfaction.</li> <li>• Ensure that innovative practices are explored and implemented, contributing to the overall success of the service in meeting local community needs.</li> <li>• Advanced Clinical Consultation:</li> <li>• Provide expert consultation and advice on complex cases, including risk management and crisis situations, to both internal staff and external stakeholders.</li> <li>• Develop and maintain strategic relationships with external agencies and GPs, ensuring integrated, coordinated care for consumers.</li> </ul>

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- Crisis and Risk Management:
- Take a leadership role in managing high-risk cases, including consumers with significant mental health challenges or acute crises, ensuring the safety of consumers and staff.
- Lead crisis interventions, including complex decision-making in the field, providing oversight and direction during clinical crises.
- Leadership in Clinical Systems and Technology:
- Champion the use of clinical tools, technology, and data management systems to improve clinical outcomes, service efficiency, and documentation standards.
- Ensure the team adheres to high documentation standards and remains compliant with all relevant regulatory and organisational requirements.
- Strategic Planning and Leadership Support:
- Contribute to the strategic planning processes within the service, supporting the alignment of the team's goals with broader organisational objectives.
- Provide operational and clinical leadership in the absence of the Team Leader, ensuring continued service delivery and team performance.
- If required, undertake delegated responsibilities of the Manager to maintain service continuity, including workforce planning, team coordination, and operational oversight.
- Oversee operational and performance management activities, including managing staff performance and team dynamics in line with organisational expectations.
- Quality and Accreditation:
- Lead efforts in preparing for and ensuring the team's compliance with accreditation processes and quality standards.
- Monitor and report on key performance indicators, service outcomes, and consumer feedback to ensure the team is meeting organisational targets and providing high-quality care.
- Additional Responsibilities (As Required):
- Support organisational initiatives and broader service development, contributing to the successful delivery of new programmes and improvements.
- Be flexible in responding to emerging needs and priorities, undertaking additional responsibilities or duties relevant to the grade and role.
- Step into leadership roles as required, including covering for the Team Leader and, where necessary, assisting with managerial duties to maintain service continuity.

In addition to the key responsibilities specific to your role, you are required to deliver on the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

### Key Working Relationships

#### Internal:

- Community Team Manager
- Community Team Leaders
- Consultant Psychiatrists
- Multidisciplinary Team and Administration Staff
- MH&WS Clinical Programmes
- Divisional Director
- Clinical Services Director

#### External:

- Centralised Triage
- Local General Practitioners
- Non-Government Agencies, Drug and Alcohol Services, and Primary Health Providers

### Selection Criteria

#### Formal Qualifications:

- *Occupational Therapists:*
  - Registration under the Australian Health Practitioner Regulation National Law Act (2009) with the Occupational Therapy Board of Australia.

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- An approved Degree from a recognised school of Occupational Therapy or other qualifications approved for eligibility for membership of the Australian Association of Occupational Therapy (Vic.).
- **Registered Psychiatric Nurses:**
  - Registration as a registered nurse under the Australian Health Practitioner Regulation National Law Act (2009) with the Nursing and Midwifery Board of Australia.
  - Bachelor's degree in Psychiatric/Mental Health Nursing or equivalent, or a bachelor's degree in nursing plus a Postgraduate qualification in Psychiatric/Mental Health Nursing.
- **Social Workers:**
  - An approved degree in Social Work and eligibility for membership of the Australian Association of Social Workers.

**Essential:**

- Minimum 5 years' experience for nursing and 7 years' experience for allied health professionals in clinical mental health services, especially with complex cases and high-demand environments.
- Proven experience in clinical leadership roles with demonstrated ability to lead and supervise teams effectively.
- Experience in building professional networks and collaborating with primary health care and community providers.
- Excellent interpersonal and communication skills (written and verbal).
- Ability to manage complex cases and apply evidence-based interventions.
- Experience in working with diverse consumer groups and applying recovery-based frameworks.
- High reliability and professional conduct, with a solid understanding of mental health legislation and relevant ethical standards.

**Desirable:**

- Ability to speak a community language.
- Advanced computer skills.

### Additional Requirements

All employees are required to:

- Obtain a police / criminal history check prior to employment
- Obtain a working with children check prior to employment
- Obtain an Immunisation Health Clearance prior to employment
- Report to management any criminal charges or convictions you receive during the course of your employment
- Comply with relevant Western Health clinical and administrative policies and guidelines.
- Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures
- Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Western Health
- Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, the Victorian Occupational Health and Safety Act 2004, the Victorian Occupational Health and Safety Regulations 2017 (OHS Regulations 2017), Fair Work Act 2009 (as amended), the Privacy Act 1988 as amended by the Privacy and Other Legislation Amendment Act 2024 and responsibilities under s141 Health Services Act with regard to the sharing of health information, the Family Violence and Child Information Sharing Schemes, Part 5A and 6A Family Violence Protection Act 2008

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- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines

#### General Information

- Redeployment to other services or sites within Western Health may be required
- Employment terms and conditions are provided according to relevant award/agreement
- Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace
- Western Health is committed to Gender Equity
- Western Health provides support to all personnel experiencing family and domestic violence
- This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs
- Western Health is a smoke free environment

*I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.*

Employee's Name: \_\_\_\_\_

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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