

POSITION DESCRIPTION

Position Title:	Westside Lodge Consultant (Consultant Psychiatrist / Addiction Psychiatrist / Addiction Medicine Specialist)
Business Unit/Department:	Drug Health Services
Division:	Operations
Award/Agreement:	AMA Victorian Public Health Sector Medical Specialist's Enterprise Agreement
Classification:	HN15 – HN59
Reports To:	Head of Unit, Addiction Medicine Manager Addiction Medicine & Residential Services
Direct Reports:	Junior medical employees
Date Prepared/Updated:	9 September 2024

Position Purpose

Westside Lodge Dual Diagnosis Rehabilitation Centre provides a therapeutic program for people with co-occurring substance use and mental health disorders who would benefit from an integrated model of care. This client-centred recovery program is offered in a residential setting over 13 weeks.

The role of the Westside Lodge Consultant is to provide high quality clinical care and clinical leadership for the patients and staff of Westside Lodge and Drug Health Services. This position requires an appropriately qualified and clinically experienced Consultant Psychiatrist (Advanced Certificate in Addiction Psychiatry preferred) or Addiction Medicine Specialist.

Westside Lodge is a program of Western Health Drug Health Services (WHDHS). WHDHS offers innovative and diverse community and residential specialist programs for adults and young people. The Addiction Medicine team sits within Drug Health Services and offers Addiction Medicine support across the programs of Drug Health Services and throughout Western Health, providing comprehensive specialist care for inpatients and outpatients with a wide range of substance related disorders and associated complex medical, psychiatric and social comorbidity.

This position includes the following key responsibilities of:

1. The provision of Consultant Psychiatry, Addiction Psychiatry or Addiction Medicine specialist clinical services to clients of Westside Lodge, Drug Health Services and Western Health.
2. Provide senior clinical leadership and clinical governance to Westside Lodge, Drug Health Services and Western Health staff.
3. Work closely with the Head of Unit for Addiction Medicine and Operations Managers to plan and co-ordinate services to ensure that the goals of the Best Care Framework is achieved.

Business Unit Overview

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Drug Health Services is one of the most diverse specialist agencies in Victoria for the management of substance use, providing a range of residential and non-residential community and hospital-based alcohol and other drug treatment programs. The service caters to people across the development lifespan, with youth and adult programs, as well as specialist programs for women and for people with co-morbid AOD and mental health care needs.

As well as community AOD programs, the service offers Addiction Medicine Services to the community and within the Western Health hospital in-patient network.

The service is committed to harm reduction as a guiding principle of practice, enabling clients to determine the pace and type of change they are seeking. This takes place within a robust governance environment, where treatment options are evidence-based and matched to presenting need.

Key Responsibilities

- Provide Psychiatry, Addiction Psychiatry or Addiction Medicine services to clients of Westside Lodge, and across Drug Health Services and Western Health.
- Provide clinical and operational support and supervision to junior medical staff and Nurse Practitioners to deliver best care.
- Provide clinical leadership to all staff to build upon dual diagnosis capability and expertise by facilitating in-service education sessions, input at MDT clinical meetings and secondary consultation.
- Assume responsibility for quality patient care in accordance with the care model of the ward/unit, ensuring that clinical procedures are performed in accordance with Western Health policy and procedure.
- Accurately reflect the patient's treatment plan, requirements, outcomes or events within prescribed documentation.
- Analyse and use data to guide decisions and evaluate outcomes.
- Participate in resolving problems in care and to ensure that the Unit/ Department Head is aware of relevant issues and problems.
- Participate in the development of discharge plans that reflects the needs of patients and their significant others and demonstrates understanding of the role of community providers.
- Ensure continuity of care by communicating appropriately with other practitioners including community general practitioners.
- Ensure awareness of clinical experience and proficiency of junior medical staff delegated to deliver care and provide supervision for and be accountable for the care delivered.
- Lead by example in the delivery and promotion of high-quality clinical care to all patients
- Participate in the development, implementation and revision of treatment protocols and clinical guidelines to promote and ensure best practice standards.
- Participate in service planning as requested by the Unit/ Department Head and Clinical Service Directors including the development and setting of targets, resource requirements and improvement priorities for the service agreement.
- Participate in developing department and personal priority goals and objectives consistent with the mission, philosophy and strategic plan of the organisation.
- Ensure that any dealings with the media are approved and in accordance with policy, procedure and privacy legislation.
- Contribute to creating and maintaining a work climate which is conducive to positive morale and employee growth, development and retention.
- Ensure own health and well-being and seek assistance if impairment in physical or mental health is impacting on job performance.
- Work collaboratively and respectfully with multi-disciplinary team members to achieve desired outcomes for patients through effective communication and attendance and participation in unit and site clinical meetings.
- Demonstrate a caring and empathetic approach towards patients at all times.
- Participate and contribute to improvement of policies, procedures and protocols and identify areas of improvement in clinical practice.

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- Participate in clinical teaching and professional development of junior medical staff, medical students and students of all health professions and disciplines, including involving students in clinical care.
- Maintain personal qualifications in accordance with continuing certification requirements of relevant medical college or other body.
- Manage and operate in accordance with Western Health Human Resource policy and practise in all matters relating to recruitment and employment.
- Ensure the ability to receive and return organisational relevant information and communication through phone, and/ or voicemail and email within time limits set by the organisation.
- Acquire and maintain sufficient relevant computer/technology skills and utilise these to participate in services and communication offered by Western Health.
- Undertake other duties and instructions as provided by the Head of Unit.

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:

- Head of Unit, Addiction Medicine
- Residential Unit and Community Program Managers
- Director of Drug Health Services
- Other Senior Medical Staff
- Nursing and Allied Health Staff
- Patient Support and Administrative Staff
- Medical Workforce Unit Management
- Unit/ Department Heads
- Clinical Services Directors
- Divisional Directors
- Executive Director Medical Services

External:

- Community Drug and Alcohol Services
- Community GP's
- DACAS
- Direct line
- Pharmacies
- Area Mental Health Services
- Primary Health Care Networks
- DHHS

Selection Criteria

Essential:

- Medical qualification
- Current Australian medical registration
- Consultant Psychiatrist (FRANZCP; advanced certificated in Addiction Psychiatry preferred) or Addiction Medicine Specialist (FACHAM).
- Relevant clinical experience and clinical competence required for level of position
- Experience in the support and supervision of Junior Medical Staff
- Demonstrated ability to practice collaboratively as part of a multi-disciplinary health care team
- Effective organisational skills, with respect to time management and delegation
- Well developed written and verbal communication skills
- Displays and expresses a high level of ethics in regards to patients, colleagues and the organisation

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- Demonstrates skill and maturity in problem solving, negotiation and conflict resolution
- Demonstrates ability to make decisions and support rationale, clearly communicate decisions to relevant parties
- Maintains confidentiality of patient, institutional and employee information
- Commitment to professional development
- Analyses own performance in accordance with position expectations. Develops goals and implements a plan to meet those goals. Maintains and own knowledge and skills
- Participates in and contributes to committees, teams and projects in keeping with the organisation's strategic goals
- Seeks out and is receptive to feedback from co-workers at all levels for the purpose of growth in the role

Desirable:

- Demonstrated research skills
- Knowledge of health issues in relation to Western Health's catchments
- Acknowledgement of Western Health strategic themes

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 (if requested)
- 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 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.
- 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 and 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

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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: [Click here to enter the Employee's name.](#)

Employee's Signature: _____ Date:

[Click here to enter a date.](#)

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