

## Position Description

<b>Position Title</b>	Addiction Clinician
<b>Service Group</b>	Mental Health and Addiction Service
<b>Team</b>	Adult Community Mental Health and Addiction Service (ACMHAS)
<b>Reports to</b>	Team Leader BOPAS
<b>Direct Reports</b>	None
<b>Authority Level</b>	
<b>Issue Date</b>	May 2018
<b>Approved By</b>	

### The Bay of Plenty District Health Board

The District Health Board's fundamental purpose is to work within the resources allocated to it, to improve, promote and protect the health of the whole population within its district, and to promote the independence of people with disabilities.

**Vision:** Healthy, thriving communities.  
**Mission:** Enabling communities to achieve  
**Our Values:** Compassion, All-one-team, Responsive, Excellence



The Bay of Plenty District Health Board (BOPDHB) is committed to the Treaty of Waitangi principles of Partnership, Participation and Protection, and to meaningful engagement in decision-making with Tangata Whenua at strategic, operational and service levels.

Delivering this commitment is through: the implementation of our He Pou Oranga Tangata Whenua Determinants of Health framework: respect for and promotion of our Kawa and Tikanga Māori; ensuring cultural safety; seeking to eliminate disparities in health between Māori and Non Māori.

All staff have a part to play in this commitment.

### Primary Purpose

To provide accessible and responsive specialist secondary Mental Health and Addiction Services for the BOP community that is culturally appropriate and inclusive. This position description includes the Seven Real Skills as identified by Te Pou's Let's get Real framework as well as the focus areas of the MH&AS Business Plan (2010-2011).

Mental Health & Addiction Services is committed to the provision of safe and accountable acute response services and dynamic ongoing care delivery. Interventions are predicated on robust assessment and collaborative planning using a holistic approach and authentic therapeutic engagement with the client and his/her family.

### **Service Objective**

- To provide a specialist alcohol and other drug outpatient based assessment and treatment service to individuals with an identifiable or suspected DSM IV Substance-related disorder (moderate to severe use)

### **Interventions**

The Addiction Clinician offers a range of harm reduction specialist interventions which will include-

- specialist comprehensive assessments
- pharmacological treatments
- opioid substitution treatment
- effective psychosocial therapies including evidence based therapies to work with people who have co-existing problems
- withdrawal management
- relapse prevention
- groups
- liaison with other key agencies
- works with offenders that have been given a community based sentence and have alcohol and other drug treatment as part of their sentence conditions.

### **Key Responsibilities**

- Management of Clinical Practice.
- Works with people who present with both coexisting mental health and addiction problems.
- Understands and implements the principles of motivational interviewing and engagement.
- Maintains professional practice standards of clinical practice in accordance with ethical, professional and organisational guidelines.
- Provide specialist comprehensive assessment within acceptable timeframes utilising effective processes to assess, implement and evaluate care.
- Offer appropriate specialist drug and alcohol treatment, therapy, support and case management to clients in a safe, effective and timely manner
- Ensure that an integrated care model is followed for those experiencing co-existing problems
- Ongoing monitoring of symptoms and regular review of progress and treatment
- Working with family and whānau and offering support and other interventions
- Liaison and consultation services to other providers of health services
- Referral to other services or agencies where appropriate
- Support to enhance recovery and reduce the risk of relapse – groups
- Provide screening and brief intervention where appropriate to clients
- Appropriate, effective, and objective client assessments and reports are provided.
- Client assessments are completed within acceptable timeframes utilising effective processes to assess, implement and evaluate care.

- The principles and practice of partnership are incorporated in all facets of assessment, intervention, treatment and care.
- Recovery principles are utilised and incorporated into all treatment plans/planning in conjunction with the client and or family/whanau
- Utilises and practices in accordance with the relevant professions standards of practice
- Plans and priorities workload and adapts as necessary.
- Will assist in establishing and facilitating community based support groups for clients with addiction and co-existing needs.
- Actively engages in and effectively utilises clinical supervision and offers/provides this to clinical staff within the Service as appropriate and as per the Mental Health & Addiction Service Clinical Supervision Policy.
- Participates in the development and formulation of practice guidelines, project work and other activities as required to maintain or improve the quality of services delivered, ensuring consumer representation and client/family focus

**Key Relationships - Interacts effectively with clients, family/whanau, community groups/agencies and other health professionals**

Internal	External
<ul style="list-style-type: none"> <li>• Utilises skills in motivational interviewing and the readiness to change model to engage clients in treatment.</li> <li>• Works effectively as a member of a multi-disciplinary team demonstrating individual responsibility and accountability.</li> <li>• Engages in a collaborative service delivery approach with colleagues from the team and other Mental Health &amp; Addiction Services to best meet the client's needs.</li> <li>• Acknowledges, respects and utilises the skills and knowledge of colleagues from the team and other Mental Health &amp; Addiction Services appropriately.</li> <li>• Effectively utilises clear lines of communication and professional and individual accountability for practice is demonstrated.</li> <li>• Clinical consultation is co-ordinated as required to assure the highest standard of care.</li> <li>• Limited/no overlap in roles and functions of identified key stakeholders and NGO's.</li> <li>• Demonstrates an ability to access information systems as appropriate.</li> <li>• Identifies conflict and attempts to reach a positive conclusion.</li> </ul>	<ul style="list-style-type: none"> <li>• Establishes and maintains relationships with other health professionals and community groups/agencies such as Recovery Solutions, Salvation Army and GP's that are involved with client care.</li> <li>• Appropriate clinical services and referrals are provided for the client.</li> <li>• Demonstrates an ability to access information systems as appropriate/required.</li> <li>• Demonstrates a flexible approach and ability to cope with changing situations.</li> <li>• Contributes to service development and involves target group(s) in the planning, provision and monitoring of services</li> <li>• Demonstrates continuous commitment to quality improvement initiatives.</li> <li>• Documentation meets professional and organisational standards. Accurate and current clinical records are maintained.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Health Education – assists clients and groups to achieve satisfying and productive patterns of living through health education.</b></li> </ul>	
<ul style="list-style-type: none"> <li>• Recognises the potential for health</li> </ul>	

<p>teaching in care interventions.</p> <ul style="list-style-type: none"> <li>• Evaluates client learning needs and incorporates teaching into client treatment plans.</li> <li>• Ensures the client has adequate knowledge of the effects and consequences of treatment options.</li> <li>• Recognises own limitations and determines appropriate person to deliver health education sessions.</li> </ul>	
<p><b>Professional Development</b></p>	
<p>Accepts responsibility for own professional development.</p>	<ul style="list-style-type: none"> <li>• Attends and participates in the Mental Health &amp; Addiction Service competencies training.</li> <li>• Undertakes additional courses to promote personal and professional development.</li> <li>• Maintains a professional portfolio as appropriate to discipline.</li> <li>• Maintains an up-to-date knowledge of care/treatment/research in the area of addictions</li> <li>• Participates in performance review process.</li> <li>• Participates in service evaluation as required.</li> </ul>

<b>Essential Qualifications</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>• Registered Nurse (Endorsed to work in - Mental Health and Addiction) or Allied Health Professional registration.</li> <li>• Current Annual Practicing Certificate or DAPAANZ registered practitioner.</li> <li>• Demonstrates a sound knowledge and understanding of addiction and co-existing problems and risk assessment.</li> <li>• Demonstrate knowledge and understanding of addiction and co-existing problems theory.</li> <li>• Current full clean motor vehicle drivers licence.</li> </ul>	<ul style="list-style-type: none"> <li>• Previous experience working in the area of addiction and co-existing disorders.</li> <li>• Post-graduate qualification with an addiction focus</li> <li>• Affiliation to DAPAANZ if registration is under HPC Act.</li> <li>• Experience of working within teams and knowledge of how teams work and exhibits willingness/ability to teach and/or share expertise within the team.</li> <li>• Computer literate.</li> <li>• Demonstrates a commitment to post-registration study and professional development.</li> <li>• Demonstrates cultural safety within the practice setting.</li> <li>• Knowledge of Tikanga and Te Reo</li> </ul>
<p><b>Experience – Values</b></p>	
<ul style="list-style-type: none"> <li>• Demonstrates a commitment to quality.</li> <li>• Excellent communication skills and interpersonal skills.</li> <li>• Demonstrates flexibility and adaptability.</li> <li>• Able to prioritise work requirements.</li> <li>• Ability to work effectively as a team member.</li> </ul>	

- An awareness of the Iwi within the boundaries of the Bay of Plenty District Health Board area.

You agree to demonstrate flexibility and a willingness to perform a variety of tasks to promote and support BOPDHB initiatives.

You are required to meet the Health and Safety at Work Act 2015 requirements as set out in the BOPDHB Health and Safety policies and protocols. This includes completing successfully any health and safety training provided by the BOPDHB.

You are required to maintain a standard of health which will allow for the performance of all duties and functions of the position. All BOPDHB sites are smokefree environments.

### **Health Practitioners Competence Assurance Act 2003**

1. You are required to maintain your current competency based practicing certificate.
2. You must notify your Manager of any changes to scope or conditions on practice (determined by Regulatory Authority).
3. You must complete the requirements of any competency programme.
4. You must notify your employer of concerns relating to the risk of harm to the public of another health practitioner practicing below the required standard of competence.
5. Know the provisions of the HPCAA as the governing legislation.

### **Vulnerable Children Act 2014**

Due to this position having contact with children and the BOPDHB's commitment to child protection, you will be subject to 'safety checks' under the Vulnerable Children Act at the time of hire and thereafter as per the relevant legislation.

### **Position Holders Declaration**

I certify that I have read, understand, and agree to this position description.

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



**Attitudes and behaviours  
We want to see**

**Outcome  
Everyone we come into  
contact with will feel...**

**Attitudes and behaviours  
We don't want to see**

**C Compassion**

Cares about other people. Has empathy and understanding. Is calm and reassuring. Protects people's dignity.

Treats everyone with respect regardless of their views, role or background. Value differences. Culturally competent.

Notices, acknowledges and appreciates people's efforts and achievements, gives praise, making people feel valued.

**Cared for and respected**

**Treated with respect  
and cultural sensitivity**

**Valued and engaged**

Is rude, bullies, intimidates or humiliates. Creates anxiety. Doesn't act if someone's dignity is suffering.

Disrespectful, judgmental, makes assumptions about people. Gossips or talks behind people's backs. Rough behaviour.

Criticises people's efforts, takes people for granted, makes people feel undervalued, belittled or inadequate.

**A All-one-team**

Shares knowledge and information openly and honestly, clearly explains and updates people on what's happening.

Takes time to listen to others, is interested in their views. Invites people to ask questions and share concerns or ideas.

Involves patients, whānau and colleagues as equal partners. Builds teams and relationships to achieve the best outcomes.

**Clear about what's happening**

**Listened to**

**Involved in a partnership model**

Withholds knowledge and information, leaves people confused or in the dark.

Doesn't listen, talks over people, dismisses or puts people down, makes decisions without consultation.

Doesn't trust or involve people in things that affect them. Excludes, overrides, micro manages.

**R Responsive**

Friendly, polite, approachable, warm. Introduces themselves. Creates a happy environment. Smiles when appropriate.

Shows kindness. Is attentive to people's needs, supportive, helpful and willing. Often goes the extra mile for people.

Respects people's time. Plans ahead and co-operates so things run smoothly. Looks for efficient ways of doing things.

**Positively welcomed**

**Supported, so they would want  
to be cared for or work here**

**We are flexible and efficient,  
and use resources wisely**

Ignores people, snappy or aggressive tone of voice or behaviours, 'rushing' and saying "I'm too busy".

Passes the buck, says "it's not my job", unsupportive, does not take responsibility and leaves work for others.

Often late. Leaves people waiting unnecessarily or puts people under pressure with unrealistic timeframes.

**E Excellence**

Chooses to take a positive, will-do attitude. Looks for solutions. Uses positive words and actions to good effect.

Aims for the best results, always learning, developing skills, knowledge, and ways of doing things, and helping others to.

Consistently follows agreed, safe, best-practice.

Seeks, welcomes and gives constructive feedback, speaks up when they have a concern, coaches others' behaviour.

**Part of a positive culture  
of high achievement**

**Things are always improving**

**Safe**

**We are role models who  
are open to feedback**

A negative attitude, often moaning, complaining or grumpy. Focuses on problems.

Assumes they know best, resists change, not interested in learning or developing. Happy with 'good enough'.

Inconsistent, cuts corners, closed to new evidence.

Blames. Closed to feedback. By not speaking up about poor behaviour or unsafe practice they condone it.