

 <b>HAWKE'S BAY</b> District Health Board Whakawāteatia	<b>POSITION TITLE</b>	<b>Alcohol &amp; Drug Registered Practitioner</b>		
	<b>DIRECTORATE</b>	Mental Health and Addictions	<b>DEPARTMENT</b>	Child Adolescent & Family Services
	<b>REPORTING TO (operationally)</b>	Manager & ACNM	<b>REPORTING TO (professionally)</b>	Professional lead
<b>DIRECTORATE RESPONSIBILITIES &amp; DIRECT REPORTS</b>	<p>This role covers the geographical area of Hawkes Bay covered Hawke's Bay District Health Board (HBDHB) from Wairoa to Central Hawkes Bay.</p> <p>Staff reporting - Nil Direct reports - Nil Indirect reports</p>			
<b>PURPOSE OF THE POSITION</b>	<ul style="list-style-type: none"> <li>To provide alcohol &amp; drug and mental health assessment and treatment to those children and youth and their families, whose lives are affected by alcohol, drug use and mental health problems utilising a client centred harm minimisation approach.</li> <li>To provide a comprehensive and quality service that is accessible, appropriate and culturally sensitive, which will be accomplished in partnership with the individuals, families and communities, using current best practice which encourages people towards enhanced quality of life.</li> <li>To proactively participate, encourage and enhance service provision by providing an alcohol &amp; other drug harm minimisation perspective and service as part of the wider multidisciplinary team.</li> <li>To promote and participate in multi-disciplinary team processes so as to ensure the best outcomes for clients.</li> </ul>			
<b>KEY DELIVERABLES</b>	<ul style="list-style-type: none"> <li>Provide age appropriate alcohol / other Drug and mental health assessment &amp; treatment interventions, plan and evaluate treatment &amp; recovery interventions, support recovery. Facilitate entry and exit with safe transition and take steps to minimise risk and maximise recovery potential.</li> <li>Provide assessment, treatment interventions, plan and evaluate treatment and recovery interventions support recovery. Facilitate entry and exit with safe transition and appropriate steps to minimise risk and maximise recovery potential.</li> <li>To facilitate, co-facilitate intervention and support meetings/groups and other sessions as appropriate e.g. family sessions, school hui, employers and/ or others.</li> <li>Identifies issues relating to substance abuse, mental health and physical health alongside clients current health and disability issues.</li> <li>Complete a comprehensive addiction assessments in partnership with the client and their family/whanau addressing the bio-psycho-social-spiritual factors of the client including family relationships, history, cultural, religious, work history, legal and financial problems.</li> <li>Facilitate or co-facilitate individual or group interventions and other sessions as appropriate e.g. family / supporters / employers &amp; or others sessions, that assess, plan, prepare, organise, debrief and support the person in their recovery, in accordance with a client centred harm minimisation approach.</li> <li>Develop strategies to respond to families/whanau, and /or communities needs for health education.</li> <li>Manage recovery coordination and any case work is safely, effectively and efficiently in consultation with relevant case team.</li> <li>Documentation of client records and statistics are maintained correctly and updated as required.</li> <li>Client confidentiality is maintained at all times to ensure the Privacy Act and Health Information Privacy Code 1994 and Code of Rights are adhered to.</li> <li>Demonstrates proficiency and autonomy of practice in the clinical setting providing interventions to service users with a range of needs.</li> <li>Utilising evidence based knowledge and skills through reflective practice and professional judgement to provide competent, interventions, support care and advice.</li> <li>Proactively anticipates and recognises cues to a situation and predicts outcomes, referring onto other clinical team members.</li> <li>Utilising assessment skills to assess service user responses to treatments and adapt approaches to accommodate any changes.</li> <li>Initiates interventions and monitors untoward effects, reactions, therapeutic responses, toxicity and incompatibilities related to interventions.</li> <li>Demonstrating responsibility, accountability and commitment in practice.</li> <li>Actively pursuing professional development opportunities.</li> <li>Participates in leadership in building and strengthening a therapeutic team.</li> <li>Keep abreast of developments in all aspects of the Addiction field and maintain an effective level of education and training in relevant areas.</li> </ul>			

	<ul style="list-style-type: none"> <li>▪ Continues to develop the skills and knowledge required to work autonomously and also as part of a multidisciplinary team.</li> <li>▪ To maintain registration to appropriate professional body.</li> <li>▪ Ensures the maintenance of high competency levels coupled with the delivery of professional standards of performance and conduct at all times.</li> <li>▪ Participation, planning and engagement with all training and education processes within the Older Persons, Mental Health and Allied Health Service.</li> </ul>		
<b>HEALTH &amp; SAFETY RESPONSIBILITIES</b>	<p>HBDHB is committed to maintaining and promoting the health &amp; safety of all its staff, contractors, volunteers and patients. In this role, your duties are:</p> <ul style="list-style-type: none"> <li>• Not to do anything that puts your own H&amp;S at risk</li> <li>• Not to do anything that puts others H&amp;S at risk</li> <li>• To follow all health and safety policies and procedures</li> <li>• To follow all reasonable health and safety instructions</li> </ul> <p>(You have the right to cease work if you believe that you, or others, are at risk of serious harm).</p>		
<b>KEY WORKING RELATIONSHIPS</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b>INTERNAL</b></p> <ul style="list-style-type: none"> <li>▪ Service Director</li> <li>▪ Manager</li> <li>▪ ACNM</li> <li>▪ Professional Lead</li> <li>▪ Multidisciplinary team</li> <li>▪ Wider community mental health teams Intensive and Acute Services.</li> <li>▪ Maori Health Unit</li> <li>▪ Community Mental Health Services</li> <li>▪ Other DHB teams</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p><b>EXTERNAL</b></p> <ul style="list-style-type: none"> <li>▪ Patients, consumers, Tangata Whaiora</li> <li>▪ Families/whanau and caregivers</li> <li>▪ General Practitioners</li> <li>▪ PHO</li> <li>▪ Community Probation Service</li> <li>▪ Oranga Tamariki</li> <li>▪ Police</li> <li>▪ Advocacy Services</li> <li>▪ Schools/ Education providers</li> </ul> <p>NGO's e.g. Manaaki house , Kahungunu Executive , Mahia Hauora ,Te Poutama Tautoko, MASH Trust, The Bridge, Nova Lodge, etc</p> </td> </tr> </table>	<p><b>INTERNAL</b></p> <ul style="list-style-type: none"> <li>▪ Service Director</li> <li>▪ Manager</li> <li>▪ ACNM</li> <li>▪ Professional Lead</li> <li>▪ Multidisciplinary team</li> <li>▪ Wider community mental health teams Intensive and Acute Services.</li> <li>▪ Maori Health Unit</li> <li>▪ Community Mental Health Services</li> <li>▪ Other DHB teams</li> </ul>	<p><b>EXTERNAL</b></p> <ul style="list-style-type: none"> <li>▪ Patients, consumers, Tangata Whaiora</li> <li>▪ Families/whanau and caregivers</li> <li>▪ General Practitioners</li> <li>▪ PHO</li> <li>▪ Community Probation Service</li> <li>▪ Oranga Tamariki</li> <li>▪ Police</li> <li>▪ Advocacy Services</li> <li>▪ Schools/ Education providers</li> </ul> <p>NGO's e.g. Manaaki house , Kahungunu Executive , Mahia Hauora ,Te Poutama Tautoko, MASH Trust, The Bridge, Nova Lodge, etc</p>
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<b>DELEGATION AND DECISION</b>	N/A		
<b>HOURS OF WORK</b>	80 per fortnight		
<b>EMPLOYMENT AGREEMENT &amp; SALARY</b>	According to qualifications and experience, and in accordance to the relevant MECA		
<b>DATE</b>	April 2019		
<b>EXPENDITURE &amp; BUDGET ACCOUNTABILITY</b>	<ul style="list-style-type: none"> <li>▪ N/A</li> </ul>		
<b>SCOPE &amp; COMPLEXITY</b>	<ul style="list-style-type: none"> <li>▪ To ensure and prioritise a focus on patient safety and quality relating to care and processes within the Mental Health Service.</li> <li>▪ Delivery of organisational KPI's including relevant MOH target, financial budgets and service plans.</li> <li>▪ To recognise and support the delivery of the Hawkes Bay Health sector vision</li> </ul>		

## ESSENTIAL CRITERIA

### Qualifications

- Bachelor of Addiction Studies
- Appropriate health professional related Tertiary qualifications within addiction studies, social work or nursing
- Registered Practitioner under HPCAA (2003) or Social Worker registration and/or DAPAANZ
- Up to date Annual Practice Certificate as relevant

### Experience

- Extensive experience in mental health with children and youth (3+ years)
- Proven customer service skills
- Previous experience and knowledge of addictions service delivery
- Experience with addiction and mental health assessments, including knowledge and experience and of a range of interventions: ie CBT/DBT, motivational interviewing, psycho-social approaches.

### Business / Technical Skills

- Demonstrates an understanding of continuous quality improvement
- Understanding of organisational dynamics and able to work effectively in a complex multi-professional workplace.

### Key Attributes

- Excellent mental health assessment skills
- Effective communication skills
- Positive attitude with problem solving focus

### Effectively Engaging with Māori

- Demonstrates knowledge and understanding of local tikanga and Māori culture sufficiently to be able to respond appropriately to Māori
- Is visible, welcoming and accessible to Māori consumers and their whānau
- Actively engages in respectful relationships with Māori consumers and whānau and the Māori community
- Actively seeks ways to work with Māori consumers and whānau to maximise Māori experience
- Actively facilitates the participation of whānau in the care and support of their whānau member

## DESIRABLE CRITERIA

### Experience

- Counselling experience in AoD environment
- Experience working with Youths in CAMHS service
- Post Graduate training in CAMHS

### Business / Technical Skills

- Understanding of organisational dynamics and able to work effectively in a complex multi-professional workplace.
- Advanced IT skills



## Our Vision and Values

*Te hauora o te Matau-a-Māui: Healthy Hawke's Bay*

Excellent health services working in partnership to improve the health and wellbeing of our people and to reduce health inequities within our community.



### HE KAUANUANU RESPECT

Showing **respect** for each other, our staff, patients and consumers. This means I actively seek to understand what matters to you.

### ĀKINA IMPROVEMENT

Continuous **improvement** in everything we do. This means that I actively seek to improve my service.

### RARANGA TE TIRA PARTNERSHIP

Working together in **partnership** across the community. This means I will work with you and your whānau on what matters to you.

### TAUWHIRO CARE

Delivering high quality **care** to patients and consumers. This means I show empathy and treat you with care, compassion and dignity.