

Position Description

Position title:	Perinatal / Consultation Liaison Psychiatrist
Department:	Women's Mental Health Service
Classification:	As per Award
Agreement:	AMA Victoria – Victorian Public Health Sector Medical Specialists Enterprise Agreement 2022-2026
Reporting to:	Head of Psychiatry, Women's Mental Health Service

About us

Located in Melbourne on the traditional lands of the Wurundjeri people of the Kulin Nation, the Royal Women's Hospital is Australia's first and leading specialist hospital for women and newborns. We offer expertise in maternity services, neonatal care, gynaecology, assisted reproduction, women's health and cancer services. We advocate for women's health in areas that have long been overlooked or stigmatised, including abortion, endometriosis, family violence, female genital mutilation, menopause, women's mental health, sexual assault and substance use in pregnancy.

Our vision, values and declaration

The Women's vision, values and declaration reflect our promise to our patients and consumers, and articulate our culture and commitment to our community and each other.

Our vision is '**Creating healthier futures for women and babies**'. Our values are:



Courage



Passion



Discovery



Respect

The Women's declaration reflects the principles and philosophies fundamental to our hospital, our people and our culture.

- **We are committed to the social model of health**
- **We care for women from all walks of life**
- **We recognise that sex and gender affect health and healthcare**
- **We are a voice for women's health**
- **We seek to achieve health equity**

Our commitment to inclusion

The Women's is committed to creating and maintaining a diverse and inclusive environment which enhances staff and consumer wellbeing, and nurtures a sense of belonging. We strongly encourage anyone identifying as Aboriginal and/or Torres Strait Islander to join us. We offer a range of programs and services to support First Nations employees. We invite people with disability to work with us, and we welcome anyone who identifies as linguistically, culturally and/or gender diverse, people from the LGBTQIA+ community and people of any age.

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About the department/unit

The Women's Social Model of Health Division is a newly formed function that reinforces our commitment to the social determinants of health. Whilst all services at the Women's ensure health equity for all women, the Social Model of Health Division brings together our multidisciplinary services and programs that specialise in providing care to women facing challenges that may adversely affect their health.

Informed by a strong evidence base, the Social Model of Health Division works to ensure the Women's can offer a continuum of care approach depending on the complexity of each woman's clinical presentation and social circumstance. The division plays a key role in guiding and supporting a number of specialist services as well as providing state-wide leadership and advocacy on a number of issues in this space.

This division brings together a number of established and critical clinical and social services including:

- Women's Mental Health Service
- Social Work
- Badjurr-Bulok Wilam our Aboriginal Health Liaison Service
- Family Accommodation
- Spiritual Care
- Women's Alcohol and Drug Service (WADS)
- Family and Reproductive Rights Education Program (FARREP)
- A range of highly specialised services focused on violence *against women*, including the Strengthening Hospital Response to Family Violence program, the Centre Against Sexual Assault service and the Sexual Assault Crisis Line
- The Cornelia Project, a new multi-agency service focused on providing an accommodation for up to one year, integrated health care and support to homeless mothers and babies.
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With strong linkages and partnerships across the hospital and with several universities and research leaders, there is future scope to influence the research agenda across the Women's and elsewhere, and to draw upon the considerable in-house expertise to raise profile and awareness of this important work.

The Women's Mental Health Service (WMHS) provides mental health services to the Women's Hospital. Our major areas of activity are in these domains: clinical, education & training.

Clinical services cover each of the hospital's clinical streams, i.e. maternity services, gynaecology and women's cancer and neonatal services. Some of the services with input either in a primary or secondary CL role, may include specialist Maternity services (eg WADS, Bagarook, MFM, FMU, Perinatal loss, preconception medication counselling clinics) and Gynaecology services (benign Gynaecology, Abortion Contraception Service, Public Reproductive service)

Position purpose

The Consultant Psychiatrist will contribute to the provision of an effective and efficient Consultation-Liaison and Perinatal Psychiatry service to meet the needs of women who are inpatients or outpatients of RWH who have mental health problems. The position is embedded within a strong multidisciplinary team model, working alongside other colleagues from the RWH Social Model of Health Division. There are opportunities to participate in service evaluation, program development and advocacy.

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Key responsibilities

1. Direct clinical care

- To lead by example in delivering high quality clinical care to women using RWH services
- To ensure that consultations, treatment plans and other aspects of care delivered are rigorously documented to support ongoing care and communication and to meet medico-legal requirements
- To ensure that the care of all patients is handed over or other suitable arrangements for follow up, including follow up of results, are in place whenever leaving the Hospital or going “off call”
- To ensure continuity of care by identifying and communicating promptly with other practitioners including community general practitioners
- To be accountable for all care delivered by junior medical staff with delegated responsibility during periods of duty
- To participate in resolving problems in care and to ensure that the team leader is aware of relevant issues and problems

2. Practice improvement, research and service development

- To promote and maintain exemplary standards of clinical practice to ensure the provision of high quality services to patients
- To participate in the development, implementation and revision of treatment protocols and clinical guidelines to promote and ensure best practice standards
- To participate in service planning as requested by the Team Leader and Service Directors the development and setting of targets, resource requirements and improvement priorities for the service agreement
- To work collaboratively with other team members and the Team Leader to facilitate clinical service improvement through clinical audit and research. Each consultant is expected to participate in at least one clinical audit or research project every three years
- To ensure that consumer input is welcomed and encouraged

3. Education, Training and Professional Development

- To ensure awareness of clinical experience and proficiency of junior medical staff delegated to deliver care and provide direct supervision as necessary
- To participate in clinical teaching of junior medical staff and medical students, including involving students in clinical care, subject to consent of patients concerned
- To assist in the instruction and professional development of post graduate and undergraduate students of all health professions and disciplines
- To participate as agreed in mentoring a specific member of junior medical staff
- To maintain personal qualifications in accordance with continuing certification requirements of relevant medical college or other body
- To participate in hospital provided professional development activities and keep up to date with relevant developments in clinical and hospital practice

4. Administrative responsibilities

- To participate in meetings required to manage the service and communicate with team members
- To participate in meetings as delegated and reasonably required by the Team Leader or Service Directors to facilitate appropriate service management and development in the Hospital
- To ensure that up to date contact details are notified to the designated staff member responsible for maintaining medical contact information. Some staff information will only be provided electronically
- To take annual or conference leave only after application and approval, which must occur with sufficient lead time to allow for arrangement of cover or cancellation of clinical work, usually at least four weeks in advance
- To take annual leave within 18 months of its accrual, except where other arrangements are negotiated; this would usually mean no more than six weeks annual leave should be accrued

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Key Performance Indicators (KPI's)

KPI's are how you will be measured as meeting the responsibilities of the position. These will be set with you as part of your Performance Development Plan within the first six months of your appointment to the position.

- Provision of comprehensive, clearly documented assessment and care of women referred with mental health problems
- Supervision & mentoring of senior General & CL Registrars
- Active contribution to WMHS and other medical MDT meetings
- Development and use of appropriate referral pathways for women discharged from RWH to ensure continuity of care
- Active contribution to the development of clinical governance activities relating to the Women's Mental Health Service as allocated by the Head of Psychiatry
- Teaching of Maternity and Gynae staff as needed

Experience/Qualifications/Competencies/Attributes

The role requires a person with:

- Registration as a medical practitioner with AHPRA
- Fellowship of the Royal Australian and New Zealand College of Psychiatrists **OR** equivalent postgraduate specialist qualification **OR** Psychiatry Fellow at end of their training
- Experience in Consultation-Liaison Psychiatry & Women's Mental Health
- Experience working with a multidisciplinary team
- Experience in the development of effective working relationships with consumers and carers
- Knowledge of evidence-based guidelines relevant to the provision of Perinatal and Women's mental health services

Organisational relationships

- Women, their families and friends using the services of The Royal Women's Hospital
- Executive Medical Advisor
- Director Division of Social Model of Health
- Head of Unit
- Department Heads and Unit Managers
- Medical, Nursing and Allied Health staff

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Inherent requirements

Inherent requirements are the essential tasks and activities that must be carried out in order to perform this role, including with adjustments. The Women's is committed to providing workplace adjustments that support all people to work with us. We welcome you to discuss any adjustments with the manager of this role during the recruitment process or at any time during your employment, as we acknowledge and understand circumstances can change. You can also request a copy of our workplace adjustments procedure for more information.

Physical demands	Frequency
Shift work – rotation of shifts – day, afternoon and night	Frequent
Sitting – remaining in a seated position to complete tasks	Occasional
Standing – remaining standing without moving about to perform tasks	Rare
Walking – floor type even, vinyl, carpet,	Occasional
Lean forward/forward flexion from waist to complete tasks	Occasional
Trunk twisting – turning from the waist to complete tasks	Occasional
Kneeling – remaining in a kneeling position to complete tasks	Rare
Squatting/crouching – adopting these postures to complete tasks	Occasional
Leg/foot movement to operate equipment	Rare
Climbing stairs/ladders – ascending and descending stairs, ladders, steps	Rare
Lifting/carrying – light lifting and carrying less than 5 kilos	Occasional
– Moderate lifting and carrying 5 – 10 kilos	Occasional
– Heavy lifting and carrying – 10 – 20 kilos.	Rare
Push/pull of equipment/furniture – light push/pull forces less than 10 kg	Occasional
– moderate push / pull forces 10 – 20 kg	Occasional
– heavy push / pull forces over 20 kg	Occasional
Reaching – arm fully extended forward or raised above shoulder	Occasional
Head/neck postures – holding head in a position other than neutral (facing forward)	Rare
Sequential repetitive actions in short period of time	
– Repetitive flexion and extension of hands wrists and arms	Occasional
– Gripping, holding, twisting, clasping with fingers/hands	Frequent
Driving – operating any motor-powered vehicle with a valid Victorian driver's license.	N/A
Sensory demands	Frequency
Sight – use of sight is integral to most tasks completed each shift	Constant
Hearing – use of hearing is an integral part of work performance	Constant
Touch – use of touch is integral to most tasks completed each shift	Constant
Psychosocial demands	Frequency
Observation skills – assessing/reviewing patients in/outpatients	Constant
Problem solving issues associated with clinical and non-clinical care	Constant
Attention to Detail	Constant
Working with distressed people and families	Constant
Dealing with aggressive and uncooperative people	Frequent
Dealing with unpredictable behaviour	Frequent
Exposure to distressing situations	Frequent

Definitions used to quantify frequency of tasks/demands as above

Prolonged/constant	70 – 100 % of time in the position
Frequent	31 – 69 % of time in the position
Occasional	16 – 30% of time in the position
Rare	1 – 15% of time in the position
Not applicable	0% of time in the position

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Employee awareness and responsibilities

- Be aware of and work in accordance with Hospital policies and procedures, including:
 - Code of Conduct
 - Confidentiality
 - Data Accountability Framework
 - Infection Control
 - Occupational Health and Safety
 - Patient Safety
 - Performance Development Management
 - Respectful Workplace Behaviours
 - Risk Management
- Be respectful of the needs of patients, visitors and other staff and maintain a professional approach in all interactions, creating exceptional experiences
- Undertake other duties as directed that meet relevant standards and recognised practice.
- Our vision is a future free from violence in which healthy, respectful relationships are the norm. The Women's expect all staff to contribute to a culture that promotes gender equity, respect and a safe working environment.
- The Women's provides pregnancy termination services as part of its public health responsibility to provide safe health care to Victorian women.
- Data integrity is an essential element of clinical and corporate governance and a key performance indicator for the Women's. The management of data influences and directly affects patient care, patient decisions, and ultimately the quality and reputation of our service delivery.
- As a consequence, all staff are responsible and accountable to ensure that (within their area of work):
 - Data recording and reporting, (including RWH external reporting) is timely, accurate (i.e. error free) and fit for purpose
 - Data management system policies and control processes are complied with on all occasions
 - Where data issues and/or problems become apparent these matters are immediately referred and reported to supervisors/managers.
- Agree to provide evidence of a valid employment Working with Children Check and provide the necessary details for the Royal Women's Hospital to undertake a national Police check
- The Women's expects staff to identify and report incidents, potential for error and near misses and supports staff to learn how to improve the knowledge systems and processes to create a safe and supportive environment for staff and patients.
- Contributes to a positive and supportive learning culture and environment for health professional students and learners at all levels.

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Vaccination requirements

As this role has direct physical contact with patients and clinical environments, employees are required to be vaccinated against or demonstrate immunity to influenza, COVID-19, whooping cough (pertussis), hepatitis B, chicken pox, MMR (measles, mumps, rubella) and may include hepatitis A, and complete screening for tuberculosis.

Employment with the Women's is conditional upon the provision of satisfactory evidence of vaccination and/or screening, and we may withdraw an offer of employment if the required evidence is not provided at least five business days prior to the intended start date.

Declaration

By accepting this position description electronically I confirm I have read, understood and agreed to abide by the responsibilities and accountabilities outlined.

Developed date: July 2025

Developed by: Acting Head of Psychiatry

Date of next review: July 2026

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