

Position Description

| | |
|------------------------|--|
| Position title: | Psychology Clinical Lead |
| Department: | Women's Mental Health Service |
| Classification: | Psychologists Grade 4: Year 1 - 5 (PM1 – PM5) |
| Agreement: | Medical Scientists, Pharmacists and Psychologists Enterprise Agreement-2021-2025 |
| Reporting to: | Women's Mental Health Service Manager (WMHS Manager) |

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.

About the department

The Social Model of Health Division at the Women's has responsibility for ensuring the hospital's clinical and social support services are coordinated, aligned and leveraged to provide wrap around care for the women who need it most. In particular, the division has a focus on ensuring a woman's social, economic, cultural, environmental, geographic, and other factors are taken into account in her care plan with the overall aim of reducing health inequalities and addressing systemic inadequacies that affect health access and outcomes.

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 is a recently formed division bringing together a number of established and critical clinical and social services including:

- Women's Mental Health Service (encompassing psychology and psychiatry teams)
- Social Work
- Badjurr-Bulok Wilam- Aboriginal Health Service
- 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 multi-agency service focused on providing accommodation for up to one year, integrated health care and support to homeless mothers and babies.

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 provides mental health services to the Women's Hospital in Parkville. Our major areas of activity are clinical work, education & training. Clinical services cover each of the hospital's clinical streams, including maternity services, gynaecology and women's cancer and neonatal services

Position purpose

The Psychology Clinical Lead is a senior clinical and leadership role at the Women's, responsible for providing expert clinical guidance, coordination and support to the Women's Mental Health Psychology team. Reporting to the WMHS Manager and working in close partnership with the Psychiatry Clinical Lead, the Psychology Clinical Lead will contribute to ensuring the Mental Health Service delivers high-quality, evidence-based care that meets the needs of women who are inpatients or outpatients of the Women's and who experience mental health challenges. These women may also be connected with maternity, oncology, gynecology, social work, sexual assault services or the Women's Drug and Alcohol Service.

The Psychology Clinical Lead additionally provides clinical leadership, manages and supports team development in collaboration with the WMHS Manager, and maintains strong working relationships with key internal and external stakeholders, including precinct partners. Building effective partnerships with teams across the Social Model of Health, and within maternity, neonatal and women's health services, is a core component of this role.

The Psychology Clinical Lead maintains current knowledge of evidence-based practices and relevant system and policy changes to support continuous improvement in clinical care. The role also remains attentive to broader developments in the mental health sector, including those arising from the Royal Commission into Victoria's Mental Health System, to help identify opportunities for service enhancement.

In addition to the clinical lead responsibilities, this role provides high-quality, evidence-based clinical psychological services to women across the Hospital. Working collaboratively with the WMHS, the Psychology Clinical Lead also contributes to the development and implementation of relevant research and quality improvement initiatives.

Key responsibilities

Leadership and people management

- Support the WMHS Manager to identify and implement long and short term strategic and operational goals for the team and service
- Build and maintain strong partnerships with peers within the Social Model of Health division and develop effective links with leads across the Women's
- Ensure the team are supported by working professionally, safely and effectively, in accordance with the Women's evidence-based guidelines and relevant professional standards
- Be a trusted clinical advisor to the WMHS Manager to support ongoing development and sustainability of the team and service by providing clinical and operational input to resource allocation and service delivery planning, including identifying clinical priorities, workforce planning needs and opportunities to enhance efficiency and effectiveness

- Supports research, teaching, supervision and training within the service and across the organisation
- Ensure adequate and safe staffing levels with appropriately qualified and credentialed staff in accordance with legislative and industrial requirements
- Work with WMHS manager to ensure compliance with relevant enterprise agreements and provide guidance to support and lead staff in managing queries and obligations
- Provide clinical leadership, discipline specific supervision and day-to-day professional support to the psychology team, supporting staff development, wellbeing, reflective practice and adherence to scope of practice, credentialing and professional standards
- Provide professional governance, clinical leadership and professional development to psychologists that work in other divisions across the organisation.
- Work collaboratively with the WMHS Manager to ensure effective workforce planning, role clarity and provide a cohesive, responsive multidisciplinary team environment

Clinical practice

- Lead the provision of high-quality, evidence-based clinical care delivered by a multi-disciplinary team to women accessing the service.
- Provide senior clinical psychological assessment and evidence-based therapies to women with mental health concerns who are accessing care at the Women's across maternity, women's health and neonates.
- Participate in the triage of referrals to the Mental Health team.
- Ensure effective communication and continuity of care for women by liaising with other practitioners at The Women's, specialist clinics, private practitioners, and community agencies.
- Participate in multi-disciplinary team meetings, care planning, and case review.
- Coordinate and develop group programs as appropriate.
- Promote and maintain exemplary standards of clinical practice within the team.
- Provide clinical supervision to registrars and other psychologists within the team.
- Ensure all consultations, treatment plans, and clinical documentation support ongoing care, communication, and Medico-Legal requirements.
- In partnership with the Psychiatry Clinical Lead, establish and develop treatment protocols and clinical guidelines to promote best practice and ensure team adherence.
- Be respectful of the needs of patients, visitors and other staff and maintain a professional approach to all interactions
- Support any other projects allocated by the WMHS Manager



- Maintain accurate records and provide accurate reports and statistics as required
- Any other duties as required that meet relevant standards and recognised practice

Innovation and improvement

- Support the WMHS Manager, to identify and progress opportunities for service development, program enhancement, and innovation.
- Identify and address issues in the provision of clinical services, including escalation of unresolved issues to the WMHS Manager and Director Social Model of Health, as required.
- Actively participate in clinical governance activities, including membership of at least one hospital clinical committee.
- Work collaboratively with psychologists, psychiatrists, social workers, and other health professionals to translate research into evidence-based practice.
- Participate in the development and delivery of education and training for staff regarding women's mental health.
- Promote and support consumer input in service planning, delivery, and evaluation.
- Contribute to the development, implementation, and revision of clinical practice guidelines to ensure best practice in perinatal and women's mental health care.

Quality and safety

- Responsibility for coordinating quality projects and risk management activities and initiatives, attending mortality and morbidity meetings as required, and ensuring accurate and timely clinical documentation and data for patients under their care.

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.

Key selection criteria

Experience/qualifications/attributes

Essential:

- Registered as a Psychologist with the Australian Health Practitioner Regulation Agency (AHPRA)
- A minimum of Master's level degree in Clinical Psychology
- A minimum of five years professional experience as a Psychologist, Grade 3 (or equivalent).
- General Registration as a Psychologist with specialist endorsement in clinical psychology with the Psychology Board of Australia
- Psychology Board approved supervisor status:
 - ▶ Student placements from higher degree clinical psychology programs,
 - ▶ Registrar Program Principal Supervisor
- Experience in the delivery of clinical psychology services to patients in a perinatal and infant, child and adult mental health setting

Find the exceptional in your everyday.

The Women's, where you belong.

- Leadership skills, including the ability to provide clinical supervision and the provision of professional leadership and guidance.
- High level communication skills, with demonstrated ability to communicate at all levels
- Clear knowledge of policy direction and relevant legislation in the mental health sector
- Demonstrated understanding of clinical governance.
- Demonstrated analytical and problem-solving skills.
- High level interpersonal and advocacy skills.
- Experience in policy, advocacy, research and program development.
- Demonstrated capacity to implement quality, research and education programs.
- Experience in the development of effective working relationships with consumers and carers.
- Knowledge of evidence-based guidelines relevant to the provision of women's mental health services.
- Competent computer literacy including using standard Microsoft office software.

Desirable:

- Experience in leading a clinical psychology service in a general hospital setting or women's health setting.
- Expertise in design and conduct of research and data analysis
- Extensive experience networking and liaising with government and non-government organisations to establish improved services for vulnerable and disadvantaged individuals and communities.

Organisational relationships

Internal relationships

- Psychiatry Clinical Lead
- Multi-disciplinary Mental Health Service
- Managers and staff within the division of Social Model of Health
- Clinical leads across the hospital
- Philanthropy and Community Investments
- Medical Workforce
- Consultation-Liaison Psychiatry Team
- Other departments at the Women's
- Psychologists employed outside the Social Model of Health

External relationships

- University of Melbourne
- Parkville Precinct Hospitals
- Liaison with other clinicians working in perinatal and women's mental health
- Liaison with GPs and community services

Direct reports: 3.3 EFT
Indirect reports: Students
Budget responsibility: Yes

Find the exceptional in your everyday.

The Women's, where you belong.

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 | |
| Sitting – remaining in a seated position to complete tasks | |
| Standing – remaining standing without moving about to perform tasks | |
| Walking – floor type even, vinyl, carpet, | |
| Lean forward/forward flexion from waist to complete tasks | |
| Trunk twisting – turning from the waist to complete tasks | |
| Kneeling – remaining in a kneeling position to complete tasks | |
| Squatting/crouching – adopting these postures to complete tasks | |
| Leg/foot movement to operate equipment | |
| Climbing stairs/ladders – ascending and descending stairs, ladders, steps | |
| Lifting/carrying – light lifting and carrying less than 5 kilos | |
| – Moderate lifting and carrying 5 – 10 kilos | |
| – Heavy lifting and carrying – 10 – 20 kilos. | |
| Push/pull of equipment/furniture – light push/pull forces less than 10 kg | |
| – moderate push / pull forces 10 – 20 kg | |
| – heavy push / pull forces over 20 kg | |
| Reaching – arm fully extended forward or raised above shoulder | |
| Head/neck postures – holding head in a position other than neutral (facing forward) | |
| Sequential repetitive actions in short period of time | |
| – Repetitive flexion and extension of hands wrists and arms | |
| – Gripping, holding, twisting, clasping with fingers/hands | |
| Driving – operating any motor-powered vehicle with a valid Victorian driver's license. | |
| Sensory demands | Frequency |
| Sight – use of sight is integral to most tasks completed each shift | |
| Hearing – use of hearing is an integral part of work performance | |
| Touch – use of touch is integral to most tasks completed each shift | |
| Psychosocial demands | Frequency |
| Observation skills – assessing/reviewing patients in/outpatients | |
| Problem solving issues associated with clinical and non-clinical care | |
| Working with distressed people and families | |
| Dealing with aggressive and uncooperative people | |
| Dealing with unpredictable behaviour | |
| Job demands – high workload, tight deadlines, and competing priorities | |
| Exposure to traumatic or distressing content or situations – including handling sensitive information arising from patient records, patient care activities, incident reports, adverse events, or investigations of adverse events. | |
| Role specific considerations Support is available for staff exposed to psychological risks. Any adjustments that may be required can be discussed with your manager. | |
| 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 |

Find the exceptional in your everyday.

The Women's, where you belong.

Employee awareness and responsibilities

- Employees are required to be aware of, and work in accordance with, hospital policies and procedures.
- Employees are required to identify and report incidents, potential for error and near misses, to improve knowledge systems and processes and create a safe environment for staff and patients.
- Employees agree to provide evidence of a valid employment Working with Children Check and provide complete details for the Women's to undertake a Nationally Coordinated Criminal History Check (NCCHC).
- Our vision is a future free from violence and discrimination in which healthy, respectful relationships are the norm. The Women's expects all staff to contribute to a culture that promotes and supports diversity, equity, respect and inclusion.
- The Women's provides pregnancy termination services as part of its public health responsibility to provide safe health care to women.
- We are committed to the safety, wellbeing and empowerment of all children and young people. We prioritise an environment where children are protected and heard. We commit to safeguarding the social and emotional wellbeing of First Nations children, understanding that their connection to country, culture, kin and community is critical to their safety.

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: January 2026

Developed by: Director Social Model of Health

Date of next review: January 2027

Find the exceptional in your everyday.

The Women's, where you belong.