

**Position Title:** Registrar – Psychiatry

**Campus:** All Campuses

**Directorate:** Operations

**Department:** Clinical Mental Health

**Reporting to:**

- **Direct:** Supervising RANZCP Accredited Consultant Psychiatrist
- **Indirect:** Clinical Director – GAMHS  
Director of Training – GAMHS

**Direct Reports:** NIL

### Appointment Terms/Conditions:

**Classification and Code:** Registrar (HM25 – HM30)

**Enterprise Agreement:** Victorian Public Health Sector (AMA Victoria) – Doctors in Training (Single Interest Employers) Enterprise Agreement

### ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021. Drawing on a regional history of over 150 years, we provide service to over 250,000 Victorians, operate across 21 campuses and sites, and employ more than 7,000 dedicated professionals. Our values reinforce our commitment to providing high-quality, accessible healthcare services close to home. Our mission is to serve the communities of the Grampians region with comprehensive care, ensuring every individual receives the attention they deserve. For more information, visit [www.grampianshealth.org.au](http://www.grampianshealth.org.au).

<b>Collaboration</b>	<b>Compassion</b>	<b>Accountability</b>	<b>Respect</b>	<b>Innovation</b>
<i>We are stronger together.</i>	<i>We show that we care.</i>	<i>We do what we say and say what we do.</i>	<i>We appreciate and value all people.</i>	<i>We adapt and innovate to achieve best outcomes.</i>
Recognising and utilising strengths to share knowledge, solve problems, build relationships and deliver the best outcomes possible.	All people deserve to be treated with compassion, kindness and empathy.	Openness, honesty and transparency support us to be courageous, take responsibility for our actions and follow through on our commitments	Our actions and words reflect our commitment to a safe and fair health service for all.	Every day, we apply expertise and integrity to make responsible choices, always striving for continuous improvement.

## **POSITION PURPOSE**

Psychiatry Registrars work to assist Consultants and Senior Medical Staff in the care of patients within the service. Based on the rotational units, this may include daily review of in-patients, participation in wards rounds and coordination of discharge planning on wards, regular review of patients in community mental health clinics or consultation assessments within the general hospitals, Emergency Departments or in the community with an integrated community care model (including acute, short- term and longer term intensive or ongoing care models).

Psychiatry Registrars are responsible for completing appropriate ward/community team related clinical paperwork, discharge summaries/letters and legal paperwork required by the Mental Health Act in addition to attendance at the Mental Health Tribunals as required. Consultant support for Registrars via Telehealth will be available for Tribunal hearings.

This position involves both in hours and regular on call after-hours duties. It is expected that the Psychiatry Registrar abide by the Grampians Health Services policies and procedures and inform the Director of Clinical Services of any relevant administrative details.

The conditions of appointment are in accordance with the Victorian Public Health Sector (AMA Victoria) – Doctors in Training (Single Interest Employers) Enterprise Agreement 2013– and any successor agreements.

It is also expected that Psychiatry Registrar:

- Comply with Quality Management policies and procedures, and participate in Quality Management activities
- Support and participate in the Health Service OH&S Procedures and implement these (where appropriate) at unit/service area level
- Assist in maintaining a safe work environment by reporting any incidents of unsafe work practices, sites/areas or equipment
- Are responsible for observing and practicing the principles and obligations of Equal Employment Opportunity, which include:
  - A workplace which is free from harassment;
  - Ensuring that activities and practices will prevent and eliminate unlawful discrimination;
  - Promote Grampians Health Services values and fairness in the workplace;
  - Contribute to the successful management of diversity in the workplace.

Complying with Health Service and Divisional specific Regulations, Grampians Health Policy and Procedures and the By-laws and Policies as apply from time to time, including ensuring that current registration with the Medical Board of Australia is maintained at all times during employment at Grampians Health.

## KEY ACCOUNTABILITIES

- Provide assessment and management of mental health patients in the inpatient Unit or/and at the community mental health locations that the unit serves.
  - Conduct thorough assessments including history, mental state examination, physical assessment and diagnostic formulation.
  - Prescribe appropriate medications.
  - Provide clinical support to multidisciplinary team.
  - Develop treatment plans.
  - Active discharge planning.
  - Regular review of patients as determined by the employing unit.
- Plan and implement proper treatment and discharge planning and facilitate continuity of care where possible.
- Establish and maintain appropriate patient records, statistical data collection and fulfil requirements under the Mental Health Act 1986 and other relevant legislation.
- Participate in an Afterhours on-call roster as required.
- Provide teaching and supervision to medical students and interns/junior hospital medical officers.
- Actively participate in the planning and implementation of junior medical staff training and development programs.
- Active participation in team meetings/in-patient rounds. Ensure there is clear and concise communication to clinical staff regarding patient care.
- Treatment plans and Mental Health Review Board reports completed as determined by the Act. Comply with program protocols relating to the MHA. Notify delegated/illfully psychiatrist of any breaches relating to the application of the MHA.
- To attend rostered training/educational activities as part of the RANZCP training program and actively pursue academic development.
- Participate in and encourage research projects and the evaluation of service provision, including quality improvement programs with the appropriate use of diagnostic and outcome based tools.
- Compliance with all Grampians Health Policies and Procedures.  
Adherence to infection control policies and procedures as identified in the Grampians Health Services Infection Control Manuals.
- Participation in the Grampians Health integrated risk management and quality improvement systems by being aware of responsibilities to identify, illfull and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague
- You must ensure that the affairs of Grampians Health Services, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health.
- At Grampians Health we illfully and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.
- Grampians Health is committed to a patient/client centred approach in the provision of health care and services, consistent with the Grampians Health values, mission and vision. It is expected that you demonstrate the core values of patient centred care in every interaction with patients, carers and colleagues.

## KEY SELECTION CRITERIA

### Qualifications, Knowledge & Experience Essential:

- Satisfactorily completed Internship and hold current AHPRA medical Registration  
  
**OR** be eligible for the RANZCP Training Pathway with

- Completed medical degree and be able to provide evidence of your qualifications
- Full general medical registration with AHPRA

### **Desirable**

- Proven ability to plan, deliver and evaluate services and programs to meet the needs of patients and their families.
- Proven ability to give clinical leadership to staff and to work in a multidisciplinary team.
- Demonstrated clinical competence at a senior level and adequate experience in the field of psychiatry after obtaining post graduate qualifications.
- Demonstrate commitment to and competency in clinical teaching.
- Very good communication, consultancy and interpersonal skills.

### **Other helpful skills, knowledge and experience**

- Experience in prior hospital-based psychiatry rotations, research and undergraduate/post graduate teaching.
- Knowledge of the Mental Health Act, Psychiatric Services policy and other relevant legislation and regulations.
- Commitment to the rights of the mentally ill and treatment in the least restrictive environment.
- A current driver's licence

## **ORGANISATIONAL REQUIREMENTS**

- Grampians Health is committed to a consumer centred approach in the provision of health care and services, consistent with our values, purpose and vision. It is expected that team members demonstrate the core values of consumer centred care in every interaction.
- All team members of Grampians Health are responsible for supporting the safety, participation, wellbeing and empowerment of children.
- Quality care is a strategic and operational priority at Grampians Health, achieved through our Governance Framework.
- Participation in the Grampians Health integrated quality improvement and risk management systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague.
- You must ensure that the affairs of Grampians Health, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health.
- In accordance with current legislation and organisational policy, employees must be willing to undertake and maintain a police check, working with children check and where necessary a NDIS Worker screening check. Ongoing employment will be dependent on the provision of satisfactory checks.

## **OTHER RELEVANT INFORMATION**

- At Grampians Health we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.
- All Grampians Health employees are required to take reasonable care of their own health and safety in the workplace as well as take reasonable care for the health and safety of others who may be affected their acts or omissions. Persons with delegated management functions have an additional duty to provide

and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable in areas where they have management or control. All employees have a duty to report issues they cannot rectify, follow all existing Grampians Health policies and protocols relating to health, safety, wellbeing and injury management and cooperate with any action taken by Grampians Health to comply with the OHS Act or Regulations.

- Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
- Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- An annual performance review will occur with your Manager. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead.