

CLINICAL DIRECTOR POSITION DESCRIPTION

Position Title: Clinical Director		
Classification: Clinical Director	Appointment status: As negotiated	Authorisation: Chief Executive Officer Date: October 2023
Reports to: CEO/or their delegate		Roles reporting to this one: Manager of Mental Health Services, Nurse Practitioner, Practise Nurse(s).
<p>Position Summary:</p> <p>The Clinical Director is a key leadership role, which in collaboration with the Chief Executive officer, will work in ensuring that First Step clinical programs are client focussed, of the highest and ethical standard, evidence-based and compliant with all relevant clinical governance directives and guidelines.</p> <p>The Clinical Director will be an active member of the clinical team and serve as a role model and lead in the professional delivery of health services.</p> <p>The Clinical Director will provide expert opinion and guidance to the Clinical Governance Advisory Board to confirm appropriate governance and inform strategic thinking and planning to support the growth and development of First Step clinical programs.</p>		
<p>Key challenges:</p> <p>The Clinical Director role is a new leadership position within First Step and therefore, the person will be responsible for implementing a clinical template to meet the current and future operations in clinical services across an existing multi-disciplinary health team.</p>		
<p>Key internal relationships:</p> <ul style="list-style-type: none"> • Chief Executive Officer • Operations Manager • All clinical staff • Members of the Clinical Governance Advisory Subcommittee 		<p>Key external relationships:</p> <ul style="list-style-type: none"> • All relevant clinical and funding partners (eg. South Eastern Melbourne Primary Health Network, Australian General Practice Accreditation Limited) • Evaluation partners at Turning Point • Peer-based associations State and National. • Specialist Peak Bodies in Mental health and Alcohol and drug Addiction.
<p>Qualifications:</p> <ul style="list-style-type: none"> • Dependent upon and relevant to, the professional discipline, knowledgebase and demonstrated clinical leadership in mental health/addiction, within a community based, multi-disciplinary team or equivalent • Evidence of current Professional membership (including APHRA) associated to specific professional discipline • Evidence of ongoing professional development relevant to the clinical scope of practice 		
<p>Skills</p> <ul style="list-style-type: none"> • Demonstrated clinical leadership. expertise and management capacity within the health sector 		

- Ability to work with confidence and commitment in a dual governance role with the Chief Executive Officer
- Experience in participating in clinical research and in the delivery of report writing and data analysis.
- Experience in working collaboratively with non-clinical partners in funding submissions and contract negotiations.
- Ability to be an effective and trustworthy contributor to problem solving and conflict resolution across a range of issues and settings.
- Ability to provide guidance and clinical support to all clinical staff
- Ability to provide client services, with highly developed client formulation, assessment, and treatment planning skills.

Duties and outcomes	Key Accountabilities
Specific duties are as applicable to the professional discipline.	<ul style="list-style-type: none"> • Provide oversight for the clinical services at First Step and ensure excellence in service delivery. • Provide leadership and support to the clinical team of GPs, registered nurses, mental health nurses, psychologists, psychiatrist and counsellors to deliver best practice multi-disciplinary care. • Work collaboratively with the non-clinical staff. • Develop, update and implement clinical procedures) in collaboration with relevant colleagues, and in accordance with relevant standards. • Work with the Operations Manager to ensure that First Step meets the clinical standards for accreditation and other clinical audits. • Ensure Medicare billing is compliant with Medicare standards. • Provide secondary consultation to colleagues. • Participate and provide clinical oversight to First Step's clinical research and evaluation projects. • Maintain a client load collaboration with the multi-disciplinary team. • Represent First Step in relevant external forums. • Convene weekly Client Review meetings and case conferences as required.