

Position Description

Position Title:	Psychiatry Registrar
Reports to:	Clinical Director of Psychiatry
Department:	Psychiatry
Directorate:	Mental Health
Cost centre:	H0255
Code & classification:	Hospital Registrar (HM25 - HM30)
Employment conditions:	Doctors in Training (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022-2026 and its successors; and GV Health Policies and Procedures (and as varied from time to time)

GV Health is an equal opportunity employer and continually strives to build a diverse, equitable and inclusive workforce that reflects our community. We encourage applications from people of all backgrounds.

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required. GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

POSITION SUMMARY

The Registrar will be predominantly based in Shepparton caring for inpatients and outpatients. Most mental health programmes are located at the Graham Street site. Registrars may be required to work offsite including clinics in Shepparton outside hospital campus, visiting Seymour or Cobram and performing home visits. The basic and advanced training registrars are expected to adhere to the following guidelines in performing their training, work and other tasks as part of their role with GV Health. These principles are a guide only and the Registrars are encouraged to adapt to any new roles/ expectations from time to time depending on the needs of the organisation.

GOULBURN VALLEY AREA MENTAL HEALTH & WELLBEING SERVICE (GVAMH&WS)

GVAMH&WS is a department of GV Health which provides an innovative range of services for those individuals suffering from or at risk of serious mental health problems requiring short and long-term support and care. GVAMH&WS caters to the need of a population of more than 150,000 people in North-Central Victoria extending from the outer fringes of metropolitan Melbourne in the south, up to the Murray River in the North. The services are provided to the municipalities of Mitchell, Murrindindi, Strathbogie, City of Greater Shepparton and Moira. GVAMH&WS aims to provide consumer / carer focused and culturally sensitive practice for people living within the region.

GVAMH&WS is affiliated with the Rural Clinical School at the University of Melbourne in Shepparton to provide teaching for medical students. The service has an active academic and research environment with regular structured teaching activities.

Lived Experience Workforce

Lived Experience Workforce (LEW) are based at GVAMH&WS in Monash Street, Shepparton. The aim of Consumer Consultants is to provide opportunities for consumers to have input into the planning, development, delivery and evaluation of Mental Health Services.

Training in Psychiatry within GVAMH&WS

GVAMH&WS is currently accredited for basic psychiatry training and advanced training in General Adult Psychiatry, Old Age Psychiatry, Consultant Liaison Psychiatry, Addiction Psychiatry and Child & Adolescent Psychiatry. Our psychiatry training program is designed to facilitate and provide all the training and educational needs as per RANZCP Fellowship requirements. The service endeavours to maintain an environment that is conducive and encouraging for the trainees to achieve their educational and career goals. All the trainees will have an opportunity to complete all mandatory rotations and competencies required towards the Fellowship training within the service with adequate supervision. This includes the long psychotherapy case and exam preparations. The service also runs Balint groups dedicated for the trainees.

Subspecialties:

- **Adult Mental Health Service**

This service is provided to people aged between 16-64 years of age. The inpatient service is located on the GV Health campus in Shepparton. Community Services are available to provide assessment, acute care and case management from teams based at Monash Street Shepparton and Beta Street Seymour.

Located at: Shepparton, Seymour

Wanyarra Acute Inpatient Unit

Wanyarra is a 20-bedded acute psychiatric inpatient unit with a capacity for managing 15 adult (16+) and 5 aged (65+) patients residing in the Goulburn valley and Lower Hume areas.

Located at: Shepparton

Residential Rehabilitation Service

GVAMH&WS offers both long-term and short-term psychosocial rehabilitation for people with mental illness. This is mainly a part of Adult Mental Health program. We have collaborated for more than two decades with Wellways (previously Mental Illness Fellowship) of Victoria, a non-governmental organisation, to establish a 10-room long stay **Special Residential Rehabilitation Program (SRRP)**. This partnership also saw the opening of the first **Prevention & Recovery Care (PARC)** program in Australia in 2003. PARC is a step-up/step-down program for people with mental illness. GVAMH&WS is currently also working on developing Youth PARC program.

Hospital Outreach Post-Suicide Engagement (HOPE) program.

Working in multidisciplinary team (MDT) setting which includes lived experience workers, carer consultant, clinicians and consultant psychiatrist. Team attends to referral for adult population from 16 years and above presenting with acute subacute presentations from mental health triage, acute response team and from general practitioners. The team works regularly with carers and families and collaborates with other agencies and stakeholders relevant in-patient care.

The Womens' Recovery Network (WREN)

WREN is a public-private mental health partnership to provide specialist comprehensive trauma informed and wellness focused service for women, or those who identify as women, who present with severe mental health illness and trauma. The Shepparton spoke of this statewide service includes a combination of inpatient care and bed substitution also called Hospital in the Home (HITH). The team has a multidisciplinary work force including lived experience workforce, nurse practitioner, psychiatry registrar and consultant psychiatrist.

Aged Persons Mental Health Service

This service provides assessment, treatment, case management, acute inpatient care and psychogeriatric nursing home care for eligible people over the age of 65 years, or under 65 years if the person has an aged related condition.

Located at: Shepparton

Greater Shepparton, Strathbogie & Moira Adult and Older Adult Local Mental Health and Wellbeing Service (GSSM Local)

The GSSM Local will operate 7 days a week, with extended operating hours to support a flexible and responsive service. The GSSM Local will provide easy to access, high quality assessment, treatment, care and support to people aged 26 years and over experiencing mental illness, psychological distress or drug and co-occurring substance use or addiction issues. The focus is on those whose needs cannot be met by primary and secondary mental health and alcohol and other drug providers alone and who do not require intensive or ongoing care from Area Mental Health Services.

Infant Child and Youth Mental Health and Wellbeing Service

The Infant Child and Youth Mental Health and Wellbeing Service provide specialist community based mental health services to infants, children, youth and their families / carers including:

- Early Life Mental Health Service (0 – 5 years)
- Autism Spectrum Assessment Team (0 to commencement of school)
- Child and Adolescent Mental Health Service (5 – 18 years)
- Youth Justice (12 – 25 years)
- Homelessness Youth Dual Diagnosis (12 – 21 years)
- Early Psychosis Service (12 – 25 years)
- Headspace (12 – 25 years)

Located at: Shepparton

Consultation Liaison & Triage

This arm of GVAMH&WS is an interface between the Mental Health Service and other agencies including services that are internal as well as external to GV Health. Triage is therefore part of Consultation Liaison Psychiatry.

Located at: Shepparton

Addiction Psychiatry

GVAMH&WS has collaborated with Addiction Medicine services delivered through Goulburn Valley Alcohol and Drug Services (GVADS). At present there are avenues to gain experience in the field through postings in Adult Psychiatry and Consultant Liaison Psychiatry. The service is in process of seeking accreditation for advanced training in Addiction Psychiatry

Located at: Shepparton

RANZCP PSYCHIATRY TRAINING RELATED ACTIVITIES

<https://www.ranzcp.org/training-exams-and-assessments/fellowship-program/program-overview>

- These are mandatory of registrars enrolled in Victorian Psychiatric Training Program.
- Keep updated with RANZCP psychiatry training related information including but not limited to curriculum, training program, their obligations, etc.
- Engage in recommended formal psychiatry course.
- Focus on topical reading, participating in conferences/workshops, attending CME programs and preparation activities for exams and psychotherapy to gain competence in psychiatry.
- Attend formal educational and training courses as guided by supervisors to gain additional clinical skills relevant to their placement.
- Show ongoing efforts and reasonable progress towards attaining Fellowship of RANZCP.

RESPONSIBILITIES AND DUTIES

The following duties are inclusive of but not limited to

- Perform history taking, mental status and risk assessment, diagnosis and provide care for the patients.
- Able to work within the multidisciplinary teams focusing on performing their duties within the systems framework for clinical care.
- The day-to-day assessment and management of the patients in their rotational placements.
- Coordinate and document admission, management and discharge planning of patients admitted to the inpatient unit.
- Discharge planning, including preparation of a discharge summary and other components of handover of care between teams.
- Completion of necessary legal paperwork required under the Mental Health Act 2014, and attendance at Mental Health Tribunal hearings as required.
- Appropriate documentation of clinical and all other activities relevant to their role.
- Seek timely supervision from clinical supervisors regarding patient care.
- Provide supervision for Junior Medical Staff as and when required.
- The position involves duties performed both in working hours and during out-of-hour on-call duties.
- Be competent to use telehealth facilities for providing patient care.
- Active participation in various meetings including multi-disciplinary meetings relevant to their placement.
- Ensure focus on Occupational health and safety whilst working for the service.
- Provide a high-quality service to internal customers and consumers that reflects best practice and adds value to GV Health
- Assist the organisation in achieving clinical effectiveness by providing the appropriate systems, information or services to clinical areas

Provide quality and safe clinical care for consumers

- Ensure consumers, families/representatives or carers are provided with timely information and are involved in decision making about their care planning and treatment.
- Accept accountability for own actions and seek guidance when a situation exceeds experience and/or knowledge.
- Uphold and protect consumer rights, maintain strict confidentiality and continually practice to the principles of open disclosure.
- Comply with best practice healthcare standards, legislation, and GV Health's Clinical Governance Framework and clinical practice guidelines.
- Consumer feedback and complaints are responded to appropriately to ensure that issues are resolved and quality and safe clinical care is provided.
- Maintain accurate and current clinical records ensuring documentation meets professional and legal standards.
- Promptly report vital consumer observations that are outside the normal range as per clinical guidelines.
- Ensure an effective discharge from hospital or services that reflects the needs of the consumer.

Develop and maintain collaborative relationships with all disciplines

- Collaborate and communicate with all members of the health care team to achieve desired consumer outcomes
- Respect the decisions and actions of others

- Contribute to interdisciplinary team meetings and clinical education sessions to facilitate consumer care goals.

Support and participate in evidence-based programs to evaluate and improve the quality of consumer care and outcomes

- Maintain current knowledge of clinical practice
- Actively participate in identifying where improvements can be made to the quality of consumer care
- Participate in clinical audits, research, process redesign and accreditation against healthcare standards to ensure ongoing clinical practice improvement and the quality of consumer care.

Commit to ongoing professional development of self, other employees and the profession

- Maintain and demonstrate regulated clinical skills and competencies by undertaking professional development and completing mandatory training as defined by GV Health
- Undertake credentialing and review of scope of practice and work within these
- Improve performance by seeking feedback, setting goals and participating in annual performance reviews
- Support the development of others by acting as a resource to colleagues and participating in orientation and precepting of new employees and supervising students
- Provision of appropriate supervision to less experienced clinical employees
- Participate in committees and professional groups and disseminate relevant information to other health care professionals.

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KEY SELECTION CRITERIA

- **Formal Qualification(s) and Required Registration(s):** Current registration with the Australian Health Practitioner Regulation Agency as a Medical Practitioner

Essential:

- Effective communication and interpersonal skills, including the ability to relate positively and appropriately with patients, colleagues and others.
- Registered with RANZCP as a psychiatry trainee for accredited training position.
- Past experience as medical practitioner in psychiatry.
- Educational or training experience in field of mental health.
- Ability to undertake roles and responsibilities as mentioned in job description

- High level of motivation
- Ability to work in a team environment
- Professional collegiality towards peers and the wider health care team

KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
- Development and maintaining of collaborative relationships with all other teams and professionals;
- Promoting and enabling of efficient teamwork and service provision both within the department and/or organisation and with other service providers;
- Ability to contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;

The Registrar will have one session equivalent of working time available to attend to their training needs including attending the RANZCP authorised psychiatry course.

- The Registrar will have to attend regular supervision by the nominated supervisor for the rotation on a weekly basis. It is essential that Registrar also completes the competency tasks and gets formative feedbacks from the Supervisors
- The Registrar maintains a log book of their regular activities
- The Registrar should get the tasks/forms signed off by the Supervisor.
- The Registrar should contact the local site coordinator of training and regularly review their progress in the training process.
- Any other requirements of the Registrar should be discussed with the supervisors and the local site coordinator of the training program
- Registration is maintained and working within scope of practice
- To be familiar with The Australian Curriculum Framework for Junior Doctors, which is an educational template outlining the learning outcomes required of prevocational doctors, to be achieved through their clinical rotations, education programs and individual learning, in order to promote safe, quality health care.
- Participate in the Rotational performance enhancement process and complete all mandatory and role specific competencies blue printed on the H-Prime E Learning Program.
- Active participation in the Performance and Development review process
- Completion of all information required for clinical audits and clinical indicators.
- Participation in journal presentations and lectures.
- Attendance and active participation at meetings as required
- 100% compliance with core competencies and training requirements as outlined in the GV Health Education Framework
- Active participation in the Performance and Development review process

AT GV HEALTH ALL STAFF ARE REQUIRED TO

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
 - Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines;
 - Development and maintaining of collaborative relationships with all other teams and professionals;
 - This role may from time to time deal with distress, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. GV Health staff are required to comply with all safety related training, look after the safety and well-being of themselves and each other, and actively foster a safe working environment;
 - Maintain a safe working environment for yourself, your colleagues and members of the public;
 - Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce;
 - Contribute to organisational quality and safety initiatives;
 - Observe and comply with child safe principles, standards and expectations of appropriate behaviour toward and in the company of children;
 - Complete the mandatory training requirements as defined by GV Health and actively engage in the Performance Development Review process;
 - Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public;
 - Seek internal customer or consumer feedback and respond accordingly to identify areas of needs;
 - Comply with requirement of National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements;
 - Comply with the principles of patient and family centred care;
 - Not smoke or vape on GV Health premises;
 - Comply with immunisation requirements as per the Department of Health Victoria;
 - Comply with all applicable to position pre-employment checks, which may include but is not limited to; police checks, working with children's check (WWCC), National Disability Insurance Scheme (NDIS), Aged Care screening requirements.
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ACCEPTANCE:

I acknowledge and accept that this Position Description represents the general outline of duties, responsibilities and accountabilities that are expected of me in my employment in the position, and may not encompass every aspect of the position. I understand that The GV Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

I acknowledge and accept that I must complete and maintain all relevant pre-employment screening and checks for successful employment.

I acknowledge and accept that that I have read and fully understand this Position Description. I agree that I have the ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.

I acknowledge I will be required to undertake the duties as set out in the position description (and any other duties as requested in accordance with my skills and experience) to the best of my ability and, at all times follow lawful direction.

By accepting the contract of employment, I am agreeing to duties and obligations within the Position Description.

Mental Health**Psychiatry Registrar**

Reviewed by:

Clinical Director of Psychiatry

Issue Date:

March 2025

ABOUT US

Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional satellite sites are also located in Shepparton, Seymour, Benalla, Cobram, Echuca and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services.

OUR PURPOSE

To significantly improve the health and wellbeing outcomes and experiences of the people and communities in our care.

OUR VALUES

GV Health's culture centres around our CREATE values and behaviours. Through these values and behaviours we commit to delivering ongoing quality healthcare for our community:



GV Health Vision and Values: [Values and Vision - GV Health](#)

OUR STRATEGIC PLAN

The Goulburn Valley Health Strategic Plan 2024-2026 provides the direction for GV Health with our five strategic pillars being:

- Health and Wellbeing Outcomes: Improve health and outcomes for the population in our region
- Community and Consumer Experience: Ensure everyone has an outstanding personalised experience
- Our Staff Experience: Our people feel connected, supported, safe and well
- Responsible Workplace: Be sustainable and efficient
- Health Equity: Embrace differences in how we design and deliver healthcare

GV Health Strategic Plan: [Strategic Plan 2024-2026 - GV Health](#)

FOR MORE INFORMATION

Application tips: [Application Tips - GV Health](#)

GV Health: <https://www.gvhealth.org.au/about/>

Child Safety and Wellbeing: [Child Safety and Wellbeing - GV Health](#)

Living in Goulburn Valley: [Goulburn | Regional Living Victoria](#)

GV Community Connector: [Community Connector Program for Businesses](#)