

# Position Description

<b>Position Title:</b>	Mental Health Nurse –Women’s Recovery Network (WREN)
<b>Reports to:</b>	Nurse Practitioner WREN
<b>Department:</b>	WREN
<b>Directorate:</b>	Community Care & Mental Health
<b>Cost centre:</b>	H0202
<b>Code &amp; classification:</b>	Registered Psychiatric Nurse Grade 4 (NP75-NP77)
<b>Employment conditions:</b>	Victorian Public Mental Health Services Enterprise Agreement 2020-2024; and its successors; and its successors; and GV Health Policies and Procedures (and as varied from time to time) 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 WREN team is a public- private partnership with the Alfred, Ramsay Health-Shepparton and Goulburn Valley Health. The WREN team provides a state – wide, 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 provision of care includes Hospital in the Home (HITH) and Inpatient care at Ramsay Health – Shepparton. The Mental Health Nurse (MHN) must be able to work autonomously and productively with other members of the multi-disciplinary team to maximise team objectives and maintain a high standard of clinical care.

This role predominantly involves working afternoon shifts, providing essential services to patients outside of standard business hours, Monday through to Friday.

The successful applicant will be an integral member of a multidisciplinary team enhancing patient care.

The position will require a highly skilled and compassionate Registered Psychiatric Nurse (RPN4) to join our dynamic mental health team in a Hospital in the Home (HITH) and Inpatient role with a specific focus on women's mental health. In this crucial position, you will play a pivotal role in providing specialized care, support, and treatment for women experiencing mental health challenges within the community setting.

The anticipated function of the RPN 4 entails operating both independently and collaboratively within a team setting. The role necessitates skilful decision-making capabilities performed at a proficient level.

The position amongst others is responsible for promoting Goulburn Valley Health as a quality regional service provider.

---

## **RESPONSIBILITIES AND DUTIES**

**The following duties are inclusive of but not limited to**

- Provide advanced and expert interventions including intensive in-home support, psycho education, therapy, and group work.
- Undertake advanced comprehensive biopsychosocial assessment, including physical health and metabolic monitoring.
- Formulate individual service and risk management plans in partnership with both patient and significant others.
- Utilize advanced clinical knowledge and skills to influence quality care within the WREN team.
- Ensure compliance with the Mental Health and Wellbeing Act 2022.
- Proven ability to undertake consumer focused comprehensive assessment including mental status examination and risk assessment.
- Ensure the timely and effective response to changes in consumer presentation and responses to treatment.
- Working through the continuum of care with a consumer-focused approach and including other key stakeholders inclusive of recovery-oriented plans and assistance with discharge planning.
- Ensure compliance with the Mental Health and Wellbeing Act 2022.
- Participate in team clinical discussion and planning process.
- Administration, supervision and monitoring the effects of medication.
- Develop and maintain therapeutic and professional relationships with consumers and carers.
- Promote active involvement of consumers, carers and other relevant agencies in the processes of consumer assessment, care planning and service delivery.
- Provide education regarding psychiatric illness, its treatment and management for consumers, families, carers, and other key individuals and agencies.
- Participate in planning more effective and responsive services.
- Assist in the optimal management of team resources.
- Supervise students on placement.
- Provide support to their peers.
- 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.
- To display the ability or understanding of AOD screening and assessment of substance use/withdrawal and the principles of an integrated mental health and AOD treatment approach.
- 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.

---

## **KEY SELECTION CRITERIA**

### **Formal Qualification(s) and Required Registration(s):**

- Current registration with the Australian Health Practitioner Regulation Agency as a Registered Nurse

### **Essential:**

- Must hold a post graduate diploma in psychiatric/mental health nursing or have completed a specialist, undergraduate Mental Health Nursing program or a specialist post basic course of training, which led to registration as a Division 3 Nurse.
- Sound knowledge of principles and practice of psychiatric care.
- Demonstrates competence in assessment of mental state and risk, care delivery and case management of consumers with a psychiatric illness.
- Well-developed interpersonal and communication skills.
- Evidence of ability to work with consumers in a family, gender, culture and diversity sensitive manner.
- A sound knowledge of the Victoria Mental Health Act and Wellbeing Act 2022.
- A demonstrated capacity to work autonomously in a community mental health setting
- Engage and participate in an integrated AOD assessment and treatment process

## 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;

---

## 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.

---

**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.

---

**Community Care and Mental Health****WREN Register Psychiatric Nurse Grade 4**

---

**Reviewed by:**

---

Nurse Practitioner WREN

---

**Issue Date:**

---

May 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](#)