

Position Description

Position Title:	Social Worker Cognitive Dementia and Memory Service (CDAMS)
Reports to:	Operations Manager HIP Specialist Clinics
Department:	CDAMS
Directorate:	Community Care
Cost centre:	F0452
Code & classification:	Social Work Grade 2 (SC21-SC24)
Employment conditions:	Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026 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 Cognitive Dementia and Memory Service (CDAMS) is a specialist multidisciplinary diagnostic, referral and educational service for people experiencing memory loss, or changes to their thinking (cognition) and those who care for them. CDAMS provides home and clinic based multidisciplinary assessments for expert clinical diagnosis, and links to appropriate services; however, the service does not provide ongoing treatment or case management. The multidisciplinary team in CDAMS currently comprises of a Clinical Nurse Coordinator, Neuropsychologist and Medical Specialist.

CDAMS is a specialty clinic within the Health Independence Program: Subacute Ambulatory Care Services (SACS) stream.

SACS programs are person-focussed and operate within an integrated service delivery model utilising interdisciplinary team-based care with an emphasis on flexible service delivery. They aim to facilitate improved health outcomes and enable a better client journey across the care continuum. SACS include Community Rehabilitation Centre (CRC), Geriatric Evaluation and Management in the Home (GEMITH), Victorian Paediatric Rehabilitation Program (VPRS), and the specialist clinics: CDAMS, Chronic Pain Management, Continence, Falls and Balance. The specialty clinics provide specialised assessment & recommendations for management within a model of care which operates within the Victorian Subacute Service Capability Framework (2009).

The Social Worker in CDAMS will work as an active member of the multidisciplinary team which is inclusive of nursing, neuropsychology and medical specialist.

The social worker will provide a comprehensive service to clients of CDAMS which will include the provision of psychosocial assessments, client advocacy, carer support, education, referral to other agencies or assisting client's meet their identified needs. The social worker will play a key role in family meetings and supporting families post diagnosis, and ensuring they are linked in with appropriate services and supports. The social worker will have a strong focus on continuous improvement, and the ongoing evaluation of the quality and outcomes of social work intervention.

RESPONSIBILITIES AND DUTIES

The following duties are inclusive of but not limited to

This position is supported by the Clinical Nurse Coordinator and the Operations Manager of the HIP Specialist Clinics in the area of leadership, management and quality improvement. The social worker will apply current evidence-based practice and develop effective methods of client management, communication and information sharing with internal and external services and health professionals

The role includes but is not limited to;

- The provision of comprehensive psychosocial assessments to identify client and carer needs.
- Provision of client and carer support, education, counselling and advocacy.
- Ensuring clients and carers are referred on to appropriate services to support clients in the community where possible
- Provide social work leadership within the team, and promote an interdisciplinary team environment which is professionally supportive of team members.
- 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

KEY SELECTION CRITERIA

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

- An approved tertiary qualification in social work with eligibility for membership with the Australian Association of Social Workers.

Essential:

- Well-developed knowledge of person-centred care and experience in the planning, implementation and evaluation of social work services within the home and community settings.
- Demonstrated knowledge and experience working with people who are experiencing memory loss or changes to their thinking.
- Excellent interpersonal, written & verbal communication skills including problem solving ability & computer literacy.
- The ability to work collaboratively as an individual practitioner within a multidisciplinary team environment including the ability to initiate and maintain effective professional relationships.

Desirable:

- Post-graduate qualifications in relevant area of speciality.
- Knowledge of delivering services to people from diverse backgrounds including culturally and linguistically diverse and Aboriginal and Torres Strait Islander communities.

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;
- Registration is maintained and working within scope of practice.
- 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.
- Actively participate in quality improvement activities within CDAMS.
- Participate in team reviews of practice and processes.
- Ensure that referrals for social work are prioritised and seen within a timely manner.
- Evaluate social work service delivery to ensure best practice.
- Deliver social work services in line with established CDAMS program guidelines and processes.
- Submit required data in a timely manner.

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

Social Worker CDAMS

Reviewed by:

Angela Burns

Issue Date:

June 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](#)