

Position Description

Position Title:	Prevention and Recovery Care Clinician
Reports to:	Adult Community Mental Health Manager
Department:	Adult Community Mental Health
Directorate:	Community Care & Mental Health
Cost centre:	H0452
Code & classification:	Registered Psychiatric Nurse Grade 3 (NP81 - NP74), Social Worker Grade 2 (YC42 - YC45), Psychologist Grade 2 (PK1 - PK4), Occupational Therapist Grade 2 (YB20 - YB23)
Employment conditions:	Victorian Public Mental Health Services Enterprise Agreement 2020 – 2024; and its successors; Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Enterprise Agreement 2021 – 2025 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 Prevention and Recovery Care (PARC) Clinician reports directly to the Adult Community Mental Health Team Manager, and is a member of the Adult Community Mental Health Team of Goulburn Valley Area Mental Health Service. As part of the multidisciplinary team, the PARC Clinician provides a critical role in the active coordination of care for people requiring a PARC admission. They provide support, advice and assistance to external agencies as required. The PARC Clinician works closely with GVAMHS inpatient and community mental health programs and the Wellways PARC staff. This position requires the clinician to work flexible hours including weekends and public holidays. The PARC Clinician amongst others is responsible for promoting Goulburn Valley Health as a quality regional service provider. The PARC Clinician 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 the following:

- Provide a high-quality service to internal customers and participants that reflects best practice
- Communicate with the treating team as required
- Ensure that service continuity is maintained for participants of PARC, staff and family members
- Maintain a strong working relationship and a consistent contact with Wellways PARC staff
- Participate in daily handovers with Wellways PARC staff
- Attend weekly care plan meetings, incorporating Psychiatrists, Case Managers and Wellways Key

- Workers and participants.
- Liaise with family or other carers and mental health service staff (e.g. Key Workers, Community Clinicians, Medical Officers, and Psychiatrists/Registrars).
- Communicate and liaise with participants significant others as appropriate
- Ensure that services are delivered within the requirements of the Victorian Mental Health Act (2014)
- Participate in admission, treatment and exit/discharge planning and management of PARC participants including, stepping participants up and down
- Co-ordinate 'step-up' and 'step-down' with the Wellways PARC staff.
- Ensure that the My Recovery Plan and My Recovery Goals are completed by the participants and their case manager.
- Support the participant to achieve their treatment and recovery goals
- Provide at least daily risk assessment and mental state examination
- In the case of participant's experiencing deterioration in mental status uses their clinical decision making skills and follows the GVAMHS Escalation Clinical Practice Guideline
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- Monitor and facilitate the documentation and reporting compliance including; admission paperwork, outcome measures, risk assessment and Client Management Interface (CMI) reporting
- Maintain all clinical records, documentation and ISBAR and secure information adhering to GV Health processes.
- Provide support to participant around appropriate use of medication and in accordance with clinical practice guideline: Medication Management Prevention and Recovery Care (PARC) Program
- Liaise with the psychiatrist around leave arrangements and communicate with PARC, Community Mental Health Team and Acute Response Team and document this decision in the My Recovery Plan.
- Provide post discharge follow up in line with Discharge from Mental Health Clinical Practice Guideline
- 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

KEY SELECTION CRITERIA

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

- Current registration with the Australian Health Practitioner Regulation Agency as a Registered Nurse, Occupational Therapist or Psychologist
- Registered Psychiatric Nurses must: have postgraduate qualification or equivalent in mental health;
- Psychologists must: be registered with the Psychology Board of Australia in accordance with the Health
- Occupational Therapists must: possess an approved qualification in Occupational Therapy and eligible for registration with the Occupational Therapy Board of Australia
- Social Workers must: be eligible for membership of the Australian Association of Social Workers (AASW)

Essential:

- Registered Psychiatric Nurses must have a postgraduate qualification or equivalent in mental health
- Psychologists must have current clinical psychology or forensic psychology registration with the Psychology Board of Australia

- Social Workers must be eligible for membership of the Australian Association of Social Workers (AASW)
- Occupational Therapists must be eligible for registration with the Occupational Therapy Board of Australia
- 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
- Proven ability to liaise and negotiate with other staff and agencies
- Evidence of ability to work with consumers in a family, gender, culture and diversity sensitive manner
- A sound knowledge of the Mental Health Act (Vic) 2014
- A demonstrated capacity to work autonomously in a community mental health setting
- Engage and participate in an integrated AOD assessment and treatment process
- Current Driver's License

Desirable:

- Understanding of Indigenous Australian culture, beliefs and customs
- Sound Computer skills

KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful achievement of:

- Practitioner Regulation National Law (Victoria) Act 2009
 - Highly developed clinical skills including experience in community-based case management, community liaison and the development of community networks.
 - Competency providing contemporary and evidence based therapeutic interventions and a willingness and plan to continue professional development of therapeutic skills.
 - High level of organisational skills, communication skills (both verbal and written) and interpersonal skills.
 - Ability to problem solve, negotiate and communicate with staff and other service providers.
 - Ability to work as a member of a multi-disciplinary team as well as to work independently, including the ability to work with initiative and appropriately with limited direction
 - Relevant experience and demonstrated skills in the principles and practice of working with people with severe psychiatric disorder.
 - Commitment to working with consumers from various ethnic backgrounds and with a diverse range of
 - Skills in liaison, collaboration and negotiation with other service providers, consumers and carer group and other community agencies.
 - Sound knowledge of the Mental Health Act 2014 and other relevant legislation.
 - Engage and participate in an integrated AOD assessment and treatment process.
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ALL GV HEALTH STAFF ARE REQUIRED TO

- Demonstrate GV Health's CREATE values and behaviours and being a role model for living the values of 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;
 - Develop and maintain collaborative relationships with all other teams and professionals;
 - Promote and enable efficient teamwork and service provision both within the department and/or organisation and with other service providers;
 - Contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
 - 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 and maintain all 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;
 - Comply with requirements of the 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 Victorian Department of Health Victoria;
 - Comply with all applicable position pre-employment checks that are relevant to the role, which may include but is not limited to; police checks, Working with Children's Check (WWCC), National Disability Insurance Scheme (NDIS) and Aged Care screening requirements;
 - In this role you may occasionally interact with distressed, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. All 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.
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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 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		Adult Community Mental Health Program Manager	
Reviewed by:		re	
September		October 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](#)