

Position Description

Position Title	Social Worker
Service Group	Mental Health and Addictions Service
Team	Mental Health Community, Tauranga
Reports to	Clinical Nurse Manager, Community
Direct Reports	Nil
Authority Level	Nil

The Bay of Plenty District Health Board

The District Health Board's fundamental purpose is to work within the resources allocated to it, to improve, promote and protect the health of the whole population within its district, and to promote the independence of people with disabilities.

Vision: Healthy, thriving communities.
Mission: Enabling communities to achieve
Our Values: Compassion, All-one-team, Responsive, Excellence



The Bay of Plenty District Health Board (BOPDHB) is committed to the Treaty of Waitangi principles of Partnership, Participation and Protection, and to meaningful engagement in decision-making with Tangata Whenua at strategic, operational and service levels.

Delivering this commitment is through the implementation of our He Pou Oranga Tangata Whenua Determinants of Health framework, respect for and promotion of our Kawa and Tikanga Māori, ensuring cultural safety, and seeking to eliminate disparities in health between Māori and Non Māori. All staff have a part to play in this commitment.

Primary Purpose

The social worker is employed to provide safe, effective, quality, client focused social work services to the inpatient mental health unit, using knowledge and skills in accordance with the BOPDHB policies and protocols.

The domain of social work in mental health is that of the social context and consequences of mental illness, and the social approaches to care and treatment. Interventions are underpinned by the principles of Recovery, working collaboratively to restore individual, family/whanau and community wellbeing, with a focus on identifying and building on existing strengths and skills, encouraging self-empowerment, self-advocacy and self-responsibility. It is also about advancing the principles of social justice.



You will be working to provide safe and effective client focused care under guidance and direction of Social Work staff and using supervision to promote safe practice.

Your practice will reflect ANZASW/SWRB Standards of Practice and Code of Ethics.

You will be using your professional knowledge and skills in accordance with Bay of Plenty District Health Board policies and protocols.

Key Responsibilities	Outcomes
<p>Clinical Practice Maintains professional clinical practice standards in accordance with ethical, professional and organisational guidelines</p>	<ul style="list-style-type: none"> • Will provide specialist mental health input effectively utilising evidence-based practice to assess, implement and evaluate care • Determine client needs by use of Social Work Initial Assessment, contributing to comprehensive assessment process with a focus on psychosocial factors (including family, relationships, living arrangements, social supports, legal and financial) • Ensure that psychosocial needs are met in treatment and discharge planning, attending MDT meetings and contributing to decision making • Facilitate the identification of High Risk Psychosocial needs (family violence, child welfare, and care & protection issues), ensuring that documentation and action plans are implemented in a timely manner • Ensure family/whānau are included and supported through the inpatient process, including referral and liaison with appropriate support services • Promote involvement with family/whānau in the assessment and treatment process, participating in family meetings where required • Provide support, education, advocacy and crisis resolution for family/whānau members
<p>Communication and Teamwork Interacts effectively with the client, family/whanau, the multidisciplinary team, community groups and agencies and other health professionals</p>	<ul style="list-style-type: none"> • Participates positively as a member of the multi-disciplinary team, demonstrating individual responsibility and accountability • Demonstrates a flexible approach and ability to cope with changing situations • Works co-operatively and collaboratively to ensure a consistent approach to the attainment of the team's objectives • Accepts referrals from other team



	<p>members for Social Work specific advice.</p> <ul style="list-style-type: none"> • Creates effective networks among colleagues and seeks advice as required. • Identifies conflict and attempts to reach a positive conclusion • Demonstrates an ability to access information systems as appropriate
<p>Continuous Quality Improvement</p>	<ul style="list-style-type: none"> • Demonstrates a commitment to continual quality improvement activities and undertakes where appropriate • Regular review of social work activities with input from multidisciplinary team and Clinical Coordinator
<p>Ethical and Legal Practice Clinical practice adheres to relevant legislative, organisation, service and professional requirements.</p>	<ul style="list-style-type: none"> • Develop and maintain professional practice in accordance with professional standards, legislative requirements, policies and guidelines • Is aware of legislation that impacts on mental health care delivery and practices within legal boundaries. This is to include the Mental Health (Compulsory Assessment and Treatment) Act 1992 the Privacy Act 1993 (Health Information Privacy Code 1994) and the Children, Young Person's and their Families Act 1989. The Code of Health and Disability Services Consumers' Rights • Considers ethical issues when involved in planning or contributing to decision making around client care • Demonstrates knowledge of legal and ethical requirements pertaining to informed consent and other procedures that may impact upon the rights of clients • Maintains currency of ethical trends, research and recommendations relating to practice and health issues • Takes responsibility for reading and practising according to Bay of Plenty District Health Board policies and procedures
<p>Cultural Safety Care is client focused and planned with regard to ethnic, cultural, religious and other individual needs</p>	<ul style="list-style-type: none"> • Demonstrates a committed 'bicultural' approach to Social Work practice • Demonstrates oral fluency and proficient knowledge in Te Reo Māori me ōna Tikanga • Possesses competent knowledge of Māori Health models, issues and concepts • Is aware of and upholds BOPDHB's commitment to the Treaty of Waitangi and the improvement in Maori health • Demonstrates an active understanding of the Treaty of Waitangi and the



	<p>importance of Tangata Whenua in its application within Mental Health and Addictions Services</p> <ul style="list-style-type: none"> • Demonstrates awareness of own cultural background, attitudes and values • Cultural and spiritual needs of clients are met with sensitivity, including those of family/Whanau and significant others • Consultation occurs with Regional Maori Health and/or the Family/Whanau Advisor in relation to client care as appropriate • Attends bicultural training offered by BOPDHB
<p>Professional Development Accepts responsibility for own professional development</p>	<ul style="list-style-type: none"> • Participates in regular professional supervision as per contract requirements • Attends and participates in the Mental Health Service in-service programme • Maintains an up-to-date knowledge of care/treatment/research in the area of work • Maintains administrative requirements of Mental Health Service • Participates in service evaluation as required

Key Relationships	
Internal	External
<ul style="list-style-type: none"> • Mental Health & Addiction Services • Family/Whanau Advisor • Social Work collegial group • Regional Maori Health • Social Work Supervisor 	<ul style="list-style-type: none"> • Clients, family and caregivers • Community and Statutory Agencies • General Practitioners and other Health Professionals • Non-Government Organisations

Person Specification		
	Essential	Desirable
Knowledge	<ul style="list-style-type: none"> • Degree in Social Work • NZ Registered Social Worker – ANZASW / NZSWRB • Demonstrates a sound knowledge of mental illness and risk assessment in relation to acute mental health care • Essential current full drivers licence 	<ul style="list-style-type: none"> • Specialist knowledge associated with practising safely in a mental health service (eg. specific mental illnesses, psychosocial assessment, mental status exam, risk assessment, psychopharmacology, the impact of mental illness on family/whanau/community) • Postgraduate qualification in relevant healthcare field



Skills & Experience	<ul style="list-style-type: none"> • Previous experience working in an adult community setting • Demonstrates cultural safety within the practice setting • Excellent communication skills and interpersonal skills • Demonstrates flexibility and adaptability • Able to prioritise work requirements • Ability to work effectively as a team member • Computer literate 	<ul style="list-style-type: none"> • At least 3 years postgraduate clinical experience in mental health care • Specialist skills in relevant area – family therapy, psychosocial rehabilitation, talking therapies
Values	<ul style="list-style-type: none"> • Demonstrates behaviours consistent with DHB values 	

This position description is not exhaustive and the incumbent may be requested to perform any reasonable task requested by their Team Leader.

You agree to demonstrate flexibility and a willingness to perform a variety of tasks to promote and support BOPDHB initiatives.

You are required to meet the Health and Safety at Work Act (2015) requirements as set out in the BOPDHB health and safety policies and protocols. This includes completing successfully any health and safety training provided by the BOPDHB.

You are required to maintain a standard of health which will allow for the performance of all duties and functions of the position.

Health Practitioners Competence Assurance Act 2003

1. You are required to maintain your current competency based practicing certificate.
2. You must notify Manager of any changes to scope or conditions on practice (determined by Regulatory Authority).
3. You must complete the requirements of any competency programme.
4. You must notify employer of concerns relating to the risk of harm to the public of another health practitioner practicing below the required standard of competence.
5. Know the provisions of the HPCAA as the governing legislation.

Vulnerable Children's Act 2014

Due to this position having contact with children and BOPDHB's commitment to child protection, you will be subject to 'safety checks' under the Vulnerable Children's Act at the time of hire and thereafter as per the relevant legislation.

Position Holders Declaration

I certify that I have read, understand, and agree to this position description.

Name: _____



Signature:

Date:





**Attitudes and behaviours
We want to see**

**Outcome
Everyone we come into
contact with will feel...**

**Attitudes and behaviours
We don't want to see**

C Compassion

Cares about other people. Has empathy and understanding. Is calm and reassuring. Protects people's dignity.

Treats everyone with respect regardless of their views, role or background. Value differences. Culturally competent.

Notices, acknowledges and appreciates people's efforts and achievements, gives praise, making people feel valued.

Cared for and respected

**Treated with respect
and cultural sensitivity**

Valued and engaged

Is rude, bullies, intimidates or humiliates. Creates anxiety. Doesn't act if someone's dignity is suffering.

Disrespectful, judgmental, makes assumptions about people. Gossips or talks behind people's backs. Rough behaviour.

Criticises people's efforts, takes people for granted, makes people feel undervalued, belittled or inadequate.

A All-one-team

Shares knowledge and information openly and honestly, clearly explains and updates people on what's happening.

Takes time to listen to others, is interested in their views. Invites people to ask questions and share concerns or ideas.

Involves patients, whānau and colleagues as equal partners. Builds teams and relationships to achieve the best outcomes.

Clear about what's happening

Listened to

Involved in a partnership model

Withholds knowledge and information, leaves people confused or in the dark.

Doesn't listen, talks over people, dismisses or puts people down, makes decisions without consultation.

Doesn't trust or involve people in things that affect them. Excludes, overrides, micro manages.

R Responsive

Friendly, polite, approachable, warm. Introduces themselves. Creates a happy environment. Smiles when appropriate.

Shows kindness. Is attentive to people's needs, supportive, helpful and willing. Often goes the extra mile for people.

Respects people's time. Plans ahead and co-operates so things run smoothly. Looks for efficient ways of doing things.

Positively welcomed

**Supported, so they would want
to be cared for or work here**

**We are flexible and efficient,
and use resources wisely**

Ignores people, snappy or aggressive tone of voice or behaviours, 'rushing' and saying "I'm too busy".

Passes the buck, says "it's not my job", unsupportive, does not take responsibility and leaves work for others.

Often late. Leaves people waiting unnecessarily or puts people under pressure with unrealistic timeframes.

E Excellence

Chooses to take a positive, will-do attitude. Looks for solutions. Uses positive words and actions to good effect.

Aims for the best results, always learning, developing skills, knowledge, and ways of doing things, and helping others to.

Consistently follows agreed, safe, best-practice.

Seeks, welcomes and gives constructive feedback, speaks up when they have a concern, coaches others' behaviour.

**Part of a positive culture
of high achievement**

Things are always improving

Safe

**We are role models who
are open to feedback**

A negative attitude, often moaning, complaining or grumpy. Focuses on problems.

Assumes they know best, resists change, not interested in learning or developing. Happy with 'good enough'.

Inconsistent, cuts corners, closed to new evidence.

Blames. Closed to feedback. By not speaking up about poor behaviour or unsafe practice they condone it.

