

## Job Description

### Youth Forensic Registered Health Clinician

### Te Roopu Kimiora Child & Adolescent Mental Health and Addictions Services

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| <b>Position Title:</b>                    | Youth Forensic Registered Health Clinician  |
| <b>Organisation Unit:</b>                 | Mental Health and Addiction Services - Youth Forensic Service   |
| <b>Location:</b>                          | This role is based in the mid-north but covers all of Northland   |
| <b>Responsible to:</b>                    | Clinical Team Manager, Clinical Head of Department and Service Manager, Te Roopu Kimiora Te Whatu Ora Whangarei   |
| <b>Primary Functions of the Position:</b> | <ul style="list-style-type: none"> <li>To provide forensic court liaison services to the Youth Courts in Northland.</li> <li>To provide integrated assessments, risk management and treatment plans as requested by the Youth Court on young person's taking into account the psychosocial issues that are relevant to their development and wellbeing.</li> <li>In conjunction with the Child &amp; Adolescent Mental Health and AOD Team, co-ordinate care to meet identified needs of young offenders within the context of family, school and peer groups.</li> <li>Participate as an effective team member in the development and functioning of the Child and Adolescent Mental Health Service of Te Whatu Ora Te Tai Tokerau, with a commitment to multi-cultural health delivery, ongoing education, and innovation practice.</li> <li>Work within a multi-disciplinary mental health team with a commitment to professional practice associated with the area of the Child and Adolescent Mental Health.</li> <li>Provide a consultation liaison service to the other health services and agencies involved in the wellbeing of youth offenders in respect to the legal requirements of the youth who are, or maybe subject to, criminal justice orders or processes.</li> </ul> |

### Functional Relationships

The Youth Forensic Mental Health Clinician will develop and maintain excellent relationships with:

| Internal  | External  |
|---|---|
| <ul style="list-style-type: none"> <li>Te Roopu Kimiora Team Members and wider Community MHAS</li> <li>Professional Discipline and peers</li> <li>Other health professionals</li> <li>Clinical Head Te Roopu Kimiora</li> <li>General Manager MHAS</li> </ul> | <ul style="list-style-type: none"> <li>Children, young persons and their whānau</li> <li>The Judiciary and staff of the Northland Youth Courts and other Courts as required by Law</li> <li>Oranga Tamariki (OT)</li> <li>Education services</li> <li>Other agencies including the Community Probation Service, police lawyer's etc.</li> </ul> |

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|  | <ul style="list-style-type: none"> <li>Iwi Providers</li> <li>Regional Youth Forensic Service Te Whatu Ora</li> </ul> |
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## Key Responsibilities and Expected Outcomes

Te Whatu Ora Te Tai Tokerau has established a set of values by which the organisation will respond, in part, to achieving its goals and objectives through their workforce. The following Values and supporting statements are expected behaviours of each individual employed with Te Whatu Ora Te Tai Tokerau:

| Values   | Supporting Statement  |
|--|---|
| <b>Tāngata i te tuatahi</b><br>People First    | He whakapapa, he mokopuna, he tamariki, he mātua, he tūpuna. He aha te mea nui. He tāngata, he tāngata, he tāngata<br>Our people are central to all we do |
| <b>Whakaute (tuku mana)</b><br>Respect         | He whakaaro nui ki ētahi atu<br>We treat others as they would like to be treated  |
| <b>Manaaki</b><br>Caring                       | Ko te manaaki – he whāngai, he kākahu, he ropiropi. Akona e te whānau whānui<br>We nurture those around us, and treat all with dignity and compassion     |
| <b>Whakawhitiwhiti Kōrero</b><br>Communication | Whakawhitiwhiti kōrero i runga te tika, te pono me te aroha<br>We communicate openly, safely and with respect to promote clear understanding              |
| <b>Te Hiranga</b><br>Excellence                | Kia kaha, kia māia, kia manawa nui<br>Our attitude of excellence inspires confidence and innovation   |

The position of Youth Forensic Mental Health Clinician encompasses the following major functions or key result areas:

- Te Tiriti o Waitangi
- Act within ethical guidelines and relevant legislation related to youth
- Provide integrated assessments, risk management and treatment plans as requested by the Youth Court on young person's taking into account the psychosocial issues that are relevant to their development and wellbeing
- Co-ordinate care to meet identified needs of young offenders within the context of family, school and peer groups in conjunction with the Child & Adolescent Mental Health and AoD Team
- Promote the Youth Forensic mental health services in the courts in the region and with all legal and community agencies.
- Ensure that knowledge and skill development is ongoing and up to date with current trends, best practice principles and aligned with the National Mental Health Standards
- Service Quality
- Health and Safety
- Privacy and Confidentiality

The outcome requirements of the above key responsibility areas are outlined below:

| Key Responsibility Area   | Expected Outcomes   |
|---|---|
| Te Tiriti o Waitangi  | <ul style="list-style-type: none"> <li>• Contribute to the promotion of the articles and principles of Te Tiriti o Waitangi and the involvement of Māori within the decision-making process for their health and independence, within Te Whatu Ora Te Tai Tokerau management processes and procedures</li> <li>• Include the articles and principles of Te Tiriti o Waitangi within all aspects of the role and its outcomes</li> <li>• Ensure that consultation and engagement processes include appropriate mechanisms to meet the need of Māori in a culturally appropriate and safe manner</li> <li>• Attend the Te Whatu Ora Te Tai Tokerau Te Tiriti o Waitangi Training</li> </ul>   |
| Act within ethical guidelines and relevant legislation related to youth   | <p>Have a working knowledge of ethical guidelines and relevant legislation including:</p> <ul style="list-style-type: none"> <li>• Children, Young Persons, and Their Families (Oranga Tamariki) Legislation Act 2017</li> <li>• The Criminal Justice Act 1985 and Amendments</li> <li>• The Mental Health Act 1992 and the 1999 Amendment</li> <li>• The Privacy and Human Rights Acts 1993</li> <li>• The Crimes Act 1961</li> <li>• The Substance Addiction (Compulsory Assessment and Treatment) Act 2017</li> <li>• Any other Acts that are relevant to the discharge of duties</li> </ul>   |
| Provide integrated assessments, risk management and treatment plans as requested by the Youth Court on young persons taking into account the psychosocial issues that are relevant to their development and wellbeing | <ul style="list-style-type: none"> <li>• To utilise knowledge and skills to provide integrated assessments and risk management plans for the clients of the youth forensic mental health service within the required timeframes.</li> <li>• To co-ordinate specialist assessments as directed by the court.</li> <li>• To prioritize caseload in accordance with legal requirements and the needs of the clients.</li> <li>• To liaise effectively with appropriate mental health staff and ensure referrals to other services are carried out whenever possible prior to the young persons return to the Youth Court.</li> <li>• Act in an advisory capacity as requested by the Courts, Children, Young Persons and their Families Service and other agencies in regard to the appropriateness of any penalty or care requirements being considered for any person referred to the Youth Forensic Mental Health Service.</li> <li>• To arrange, carry out, or assist with Family Group Conferences, and Strengthening Families meetings and ensure that those people who are entitled to or are in the position of carer receive all the information that is necessary to ensure the safety and the wellbeing of the young person and significant others unless expressly prohibited from access to that information by law.</li> </ul> |

| Key Responsibility Area  | Expected Outcomes  |
|--|--|
|  | <ul style="list-style-type: none"> <li>To advise young persons and their carers of the Youth Forensic mental health service benefits or other entitlements they may qualify for.</li> </ul>  |
| <p>Co-ordinate care to meet identified needs of young offenders within the context of family, school and peer groups in conjunction with the Child &amp; Adolescent Mental Health and AOD Team</p> | <ul style="list-style-type: none"> <li>Define characteristics of specialist mental health care access for children and adolescents, in association with all aspects of professional role.</li> <li>In conjunction with the team, help provide the co-ordination needed to redirect children and young people if inappropriately referred or facilitate assessment if indicated.</li> <li>Collect and document information consistently and systematically, defining confidentiality from the outset and maintaining a safe pathway of care for consumers and their families throughout their contact with the Child &amp; Adolescent Mental Health and AOD Service.</li> <li>Liaise and consult with other team members and persons identified as having functional roles, thereby facilitating a safe pathway of care for referred children and young people.</li> <li>Ensure that assessment and treatment occurs in a timely and responsible manner and that documentation is completed to the required standards.</li> </ul> |
| <p>Promote the Youth Forensic mental health services in the courts in the region and with all legal and community agencies.</p>  | <ul style="list-style-type: none"> <li>Provide advice, consultation and information on the management of the Youth Forensic mental health clients and associated problems with each client within the identified agency.</li> <li>Work with other agencies, particularly the Children, Young Persons and Families Services, in the areas of intellectual disabilities, head injury, substance abuse, risk behaviours in young offenders and provide assessments as required by those agencies.</li> <li>Act as a resource person and provide an advisory service for the co-ordination of mental health and other care between whānau, individuals, community agencies and mental health groups.</li> </ul>  |
| <p>Ensure that knowledge and skill development is ongoing and up to date with current trends, best practice principles and aligned with the National Mental Health Standards</p>                   | <ul style="list-style-type: none"> <li>Develop and maintain personal professional practices that comply with standards, legislative requirements, policies and guidelines of Te Whatu Ora.</li> <li>Engage in regular clinical supervision, both team and individual.</li> <li>Participate in performance appraisal process.</li> <li>Update skills and knowledge base constantly, in-conjunction with the team and with associated individuals, by becoming familiar with research, child and youth work practice and other established models of care.</li> <li>Schedule time to update knowledge.</li> <li>Establish links with other child and youth organisations.</li> <li>Participate in In-service training.</li> </ul>  |

| Key Responsibility Area     | Expected Outcomes  |
|-----------------------------|--|
| Service Quality             | <ul style="list-style-type: none"> <li>• Provide statistical information for the monthly and annual report.</li> <li>• Ensure all documentation and processes are clear and meet legislative, Te Whatu Ora and Ministry of Health requirements.</li> <li>• Complete incident reports appropriately to ensure that safety issues are highlighted.</li> <li>• Contribute to Quality Continuum Plan, maintain quality systems and participate in at least one quality project annually.</li> </ul>  |
| Health & Safety             | <ul style="list-style-type: none"> <li>• Observe and promote safe work practices, rules and instructions relating to work, and be pro-active in hazard management</li> <li>• Willingly co-operate in the achievement of all health and safety goals and initiatives by: <ul style="list-style-type: none"> <li>• Practicing and observing safe work methods;</li> <li>• The use of safety equipment;</li> <li>• Reporting unsafe conditions or equipment; and</li> <li>• Reporting and documenting all accidents or incidents</li> </ul> </li> </ul> |
| Privacy and Confidentiality | <ul style="list-style-type: none"> <li>• Undertake all duties and responsibilities in accordance with the Privacy Act 2020, Health Information Privacy Code 2020, and Privacy Policies and Procedures of Te Whatu Ora Te Tai Tokerau</li> <li>• Complete mandatory induction training on Privacy responsibilities</li> </ul>   |

### Variation of Duties

Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit in any way the scope or functions of the position. Duties and responsibilities may be amended from time to time, in consultation with the employee, to meet any changing conditions and service requirements.

### Person Specification

#### Education and Qualifications

| Essential   | Desirable   |
|---|---|
| <ul style="list-style-type: none"> <li>• Registered Health Clinician with a current Annual Practicing Certificate</li> <li>• A degree or other formal qualification at a graduate level such as; Nursing, Psychology, Criminology, Social Science, Addiction/Alcohol &amp; Drug</li> <li>• A working knowledge of the Mental Health (Compulsory Assessment and Treatment) Act 1992 and its amendments</li> <li>• A working knowledge of legislation that pertains to the care and protection of children</li> <li>• A current full drivers license</li> </ul> | <ul style="list-style-type: none"> <li>• Working knowledge of government organisations</li> <li>• Demonstrated experience working with youth</li> </ul> |

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| <ul style="list-style-type: none"> <li>• Police clearance to meet contractual requirements and the Children’s Act 2014</li> </ul> |  |
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## Experience

| Essential  | Desirable  |
|--|--|
| <ul style="list-style-type: none"> <li>• Working knowledge of the criminal justice system</li> <li>• Commitment to Tikanga Māori</li> <li>• Working knowledge of key child and youth mental health issues</li> <li>• Mental Health and/or AOD/Addiction assessment</li> <li>• Strong networking skills</li> <li>• Demonstrated ability to diffuse or safely intervene in a crisis situation</li> <li>• A commitment to effective role modelling for children and youth, including encouraging alternatives to other health risk behaviours</li> <li>• Report writing skills</li> </ul> | <ul style="list-style-type: none"> <li>• A commitment to further professional development</li> <li>• A working knowledge, and at least two years’ experience of professional practice in the area of Mental Health, Addictions, Psychiatry or the criminal justice system</li> <li>• Demonstrated ability to work in multi-disciplinary health team</li> <li>• Experience of working in a community setting</li> </ul> |

## Awareness and Understanding of

| Essential   | Desirable   |
|---|---|
| <ul style="list-style-type: none"> <li>• Te Tiriti o Waitangi and its application to the health setting</li> <li>• Privacy Act (2020) and Health Information Privacy Code (2020)</li> <li>• Health and Safety at Work Act 2015</li> </ul> | <ul style="list-style-type: none"> <li>• Health and Disability Commissioner (Code of Health and Disability Services Consumers’ Rights) Regulations (1996)</li> <li>• New Zealand Council of Healthcare Standards</li> </ul> |

## Skills & Personal Attributes

| Skills  |
|---|
| <ul style="list-style-type: none"> <li>• Ability to engage and work with Māori whānau</li> <li>• Excellent time management</li> <li>• Use of effective stress management techniques and a commitment to personal well being</li> <li>• Excellent verbal and written communication skills</li> <li>• Excellent computer skills</li> <li>• Conflict resolution skills</li> <li>• Team working skills</li> </ul> |

| Personal Attributes  |
|--|
| <ul style="list-style-type: none"> <li>• Honestly, integrity and empathy</li> <li>• Awareness of professional boundaries and ethics</li> <li>• Ability to communicate with a wide range of people in a manner that promotes a positive image of the service provided</li> <li>• Awareness of professional boundaries and ethics</li> </ul> |

## Performance Development Review

An initial review of performance will be conducted after three months, with an annual review thereafter.

An individual Development Plan will be developed to reflect the contribution this position is expected to make towards achieving the team's objectives and measures. Key result areas will be developed and agreed at this time.

Authorised by: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Acceptance

Acceptance of the position implies acceptance of this position description.

Position Title: \_\_\_\_\_

Signature of  
employee: \_\_\_\_\_

Date: \_\_\_\_\_