



# Position Description

## Program Therapist

Wesley Hospital Ashfield

SEPTEMBER 2020

### Agreement

---

Signed – Manager

---

Signed – Employee

---

Date

---

Date





# **Program Therapist Wesley Hospital Ashfield**

## **1. Overview of Wesley Mission**

Wesley Community Services Limited, a company limited by guarantee pursuant to the Corporations Act 2001, is a Public Benevolent Institution operating as Wesley Mission to deliver services and programs to provide direct relief of poverty, sickness, suffering, distress, adversity, disability, destitution, and helplessness in New South Wales and other parts of Australia as inspired by the work of Jesus Christ in word and deed. Our vision is to:

“Do all the good you can, by all the means you can, in all the ways you can, in all the places you can, at all the times you can, to all the people you can, as long as ever you can”.

Out of Christian love and compassion we are driven by Christlike servant hood, unfailing integrity and courageous commitment.

The organisational plan is based on four key result areas, namely:

- our clients
- our people
- our operations
- our financials

Our position descriptions and performance plans are aligned with these four key result areas.

## **2. Overview of Wesley Hospital Ashfield**

Wesley Hospital Ashfield have qualified teams of caring professionals delivering expert therapeutic care in a safe and supportive environment to help patients through their recovery. At Wesley Hospital there are two types of treatment programs:

1. Inpatient care, meaning a stay in hospital for a period of time to receive focused 24-hour care.
2. Day patient programs offering treatment and ongoing support.

Wesley Hospital provides a wide range of mental health care including:

- drug addiction
- alcohol addiction
- eating disorders
- anxiety
- depression
- bipolar disorder
- borderline personality disorders schizophrenia
- post-traumatic stress disorder.



*This position description should be read in conjunction with the Mission's Policy and Procedures, Chart of Delegations, Organisation Chart, Vision & Values Statement and appropriate standards and regulations which are applicable to the operations of the centres.*

## **1.0 OBJECTIVES**

- 1.1 To provide integrated psychological care to inpatients and day patients of Wesley Private Hospital across the range of inpatient and day patient programs provided by Wesley Hospital
- 1.2 To be an active member of the therapeutic multidisciplinary team, and to uphold a high standard of psychological care to our patients.

## **2.0 BASIC JOB FUNCTION**

- 2.1 To develop, deliver, and review evidence based therapy programs in accordance with the program guidelines and the Wesley Hospital treatment philosophy
- 2.2 As directed by the Allied Health Manager to perform other duties not inconsistent with the functions and role of a program therapist

## **3.0 SELECTION CRITERIA**

### **Essential**

- Current registration in appropriate discipline (e.g. AHPRA, AASW, PACFA)
- Experience working in a mental health setting
- An understanding of evidence based clinical practice
- Group therapy skills
- Competency in working with Cognitive Behaviour Therapy (CBT) and Dialectical Behaviour Therapy (DBT)
- Effective verbal and written communication and liaison skills
- Basic computer skills, word processing, excel
- Commitment to ongoing professional development

### **Desirable**

- Individual therapy skills
- Proficiency in providing psychological assessments
- Experience in working in a multi-disciplinary team
- Current NSW drivers licence

## **4.0 RELATIONSHIPS OF THE PROGRAM THERAPIST**

- 4.1 Reports to: Allied Health Manager
- 4.2 Works with:
  - (a) Psychiatrists
  - (b) Nursing staff
  - (c) Therapy Team Staff
  - (d) Patients of Wesley Hospital
  - (e) Administrative Staff
  - (f) Outside agencies, e.g. Dept of Health and other private hospitals
  - (g) Maintenance



## **5.0 RESPONSIBILITIES OF PROGRAM THERAPIST**

5.1 To provide a range of psychological services to the patients and outpatients of the hospital. Such services to include assessment, individual therapy, group therapy, psychometric testing and reporting.

5.2 To provide structured group therapy programs for conditions including but not limited to: depression, assertiveness training, anxiety, substance misuse. This may include both inpatient and outpatient programs and involves delivering 3-4 psychological education and skills groups per rostered day.

5.3 To deliver specific and 1;1 psychological interventions if and when required. This may include: individual assessment, testing, therapy, recording of patient progress, and report writing.

5.4 To regularly liaise with doctors on patients' progress within the treatment programs.

5.5 To ensure the recording of appropriate patient reports in medical records files.

5.6 Contribute to patient admission and discharges procedures, including discharge summaries across the programs

5.7 Contribute to formalisation of treatment modules, program guideline documents and patient resources

5.8 Contribute to patient admission and discharges procedures, including discharge summaries across the programs

5.9 Maintain relevant channels of communication with other MDT members and out-patient professionals regarding patient progress and needs

5.10 To take part in Quality Assurance and in-service education within the hospital.

5.11 To attend Wesley Health Services mandatory training annually.

5.12 To measure outcomes and provide data analysis as required.

5.13 To maintain professional registration and responsibility for personal career development and training

5.14 As an employee ensure that all information that has been specifically designated as confidential by Wesley Mission and any information relating to the commercial and financial activities of the Mission is kept strictly confidential as outlined in the Mission Staff Information Handbook. Also ensure compliance with the Wesley Mission Privacy Policy when dealing with personal information in the course of normal duties.

5.15 As an employee, be responsible under the Work Health and Safety Act for the health and safety of all persons they come into contact with, during employment. All hazards and injuries must be reported through the normal process as set out in Wesley Mission's Work Health, Safety and Rehabilitation Quality Management System and site procedures.

5.16 To participate in the review and maintenance of industry specific and ISO 9000 standards, as per Wesley Mission's Integrated Management System.



5.17 In relation to Wesley Mission and the Uniting Church in Australia attend such functions, meetings, seminars, training courses as directed by your supervisor. These training courses will include one Fire Safety course, one evacuation procedure and one CPR course annually.

5.18 In relation to Wesley Mission attend worship services as encouraged by your supervisors.

5.19 To participate, at least annually, in the Mission's Personal Review & Development Process.

5.20 To participate in the Mission's Orientation program, so as to gain an understanding of the application of the EEO, Affirmative Action, Privacy Act, Work Health & Safety Act and other relevant legislation.

5.21 In relation to other duties, expect such other duties as made from time to time be determined by your supervisor.

## **6.0 AGREEMENT AS TO THIS POSITION DESCRIPTION**

Signed: \_\_\_\_\_

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

Signed on behalf of Wesley Mission by Centre Manager

Signed: \_\_\_\_\_

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