



The GEO Group Australia Pty Ltd.

## POSITION DESCRIPTION

<b>Position Title</b>	<b>REGISTERED NURSE MENTAL HEALTH</b>
<b>Reference Number</b>	PD046
<b>Department</b>	HEALTH SERVICES
<b>Position Reports To</b>	HEALTH SERVICES MANAGER
<b>Positions Reporting To This Role</b>	NIL
<b>Work Location And Travel</b>	This position is located at <b>Junee Correctional Centre</b> on Park Lane, Junee, NSW 2663.
<b>Operating Environment</b>	<p><b>Junee Correctional Centre</b> is located in Junee, New South Wales, 40 kilometres north-east of Wagga Wagga.</p> <p>Junee has been continually managed by GEO on behalf of Corrective Services NSW since opening in 1993. It is New South Wales' largest regional correctional centre.</p> <p>Junee's primary role is to safely and securely house up to 853 adult prisoners and progress their sentence plans by delivering a comprehensive range of education, vocational training, reintegration and offending behaviour programs. Together, these lower a prisoner's risk of reoffending and increase the likelihood of successful community reintegration.</p> <p>The team at Junee achieves exceptionally high levels of prisoner engagement with its responsive interventions. This includes developing strategies that encourage and enable previously-marginalised prisoner groups such as Indigenous Australians and the chronically ill to participate.</p>
<b>Position Summary</b>	The objectives of the position are to enhance and provide psychiatric nursing services to the Centre and to assist in the provision of suicide prevention programs and strategies at the Centre.

## Key Accountabilities

- Defines and maintains the standard of nursing practice within the Centre working within a multidisciplinary framework.
- Initiates and maintains compliance with standards for accreditations. Assumes a formal role in the accreditation process by assisting the H.S.M. in developing guidelines and protocols appropriate to ACHS standards.
- Develops nursing care plans for patients.
- Co-ordinates and undertakes mental health assessments on patients referred to them.
- Monitors and assist in implementing treatment plans for patients with diagnosed mental illness.
- Develops and implements suicide / self-harm strategies and regularly assesses their effectiveness in reducing suicide and self-harm in the Centre.
- Develops, implements and evaluates intervention strategies aimed at alleviating or avoiding the effects of psychiatric crisis in the Centre. Ensure practice and strategies are within an evidence based framework. Implements and utilizes the MHOAT; (Mental Health Outcome and Assessment Tools)
- With other psychiatric / psychological professionals, assists in the development of discharge plans for patients in transition from patient care to community care.
- Collaborates and participates in the design, implementation and review of staff training and development activities in suicide prevention for correctional and nursing staff.
- Coordinates the visiting Psychiatric Consultants Clinic, where applicable.
- Provides a consultancy service for nursing staff and other service providers Participate in internal handover meetings pertinent to clinical care within the mental health framework.
- Uses problem oriented medical record system to document in medical record using the Subjective, Objective, Assessment, and Planning (SOAP) format. This includes documentation with JHeHs and PAS.
- Documents all patient occasions of service, refusal of service, non-attendance and contacts.
- Maintains confidentiality of medical records.
- Evaluates symptoms, reactions and progress of patients on periodic basis, charts and reports problems to H.S.M.
- Develops materials for staff training and orientation. Participates in continuing education and in-servicing training.
- Prepares regularly scheduled reports and special reports as necessary.
- Participates in health promotion and educational programs.
- Participates in case management process.
- Contributes to maintenance of secure and safe environment, supervises patients in the health service area.
- Performs other duties and responsibilities as designated.
- The registered nurse will maintain a current copy of his/her registration on file in the Centre at all times. The nurse will be proactive in self-directive learning opportunities.

- The registered nurse will at all times maintain a standard of dress and professional behaviour appropriate to the position.
- Comply with Occupational Health and Safety and EEO/EOWA requirements in accordance with relevant legislative requirements and contribute to the maintenance and improvement of safety and equity in the workplace.
- Co-operate with the employer's efforts to comply with the requirements of the WHS Act 2011. Accept responsibility for the health, safety and welfare of subordinates, inmates, contractors and visitors under the employee's supervision. Comply with the employer's policy and procedures enabling compliance with the WHS Act 2011.
- Co-operate with the GEO Group Australia's efforts to establish, maintain and continuously improve the GEO Environmental Management System in accordance with the requirements ISO 14001, the GEO Quality Management System in accordance with the requirements of ISO 9001 and the integration of these systems. These GEO systems are based on best practice standards and where appropriate are also fully accredited.
- Ensure compliance with all Company Policies and Procedures and the Governance, Risk and Compliance Manual.

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### Key Selection Criteria:

- Qualified Registered Nurse, with current AHPRA Registration.
- Current working knowledge of the MHOAT system, NSW Mental Health Act 2007.
- Professional postgraduate experience as a psychiatric nurse.
- Postgraduate tertiary qualifications in mental health.
- Proficient in the performance of the following functions: Medical Emergency, Physical assessment, Crisis intervention, Medical & Psychiatric nursing care and Venepuncture.
- Ability to work unsupervised, in the delivery of mental health services.
- Demonstrated knowledge of Equal Employment Opportunity, GEO's EOWA plan and Workplace Health and Safety principles.

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### Other Requirements of the Role

- Ability to work within a correctional setting, which will involve direct contact with prisoners.
- Valid and current full Australian driver's licence.
- Satisfactory completion of a National Criminal History Check.
- Ability to obtain and maintain a security clearance.
- Work outside of ordinary business hours may be required on occasion.

### Employee Acceptance

I acknowledge that the statements included in this position description are intended to reflect duties and responsibilities that I may be required to undertake and are not to be interpreted as being all inclusive.

I have read, understood and accepted the above position description and associated attachments.

NAME	SIGNATURE	DATE

Master copy lodged with HO (SMT only)

Master copy lodged with department monitor