



## JOB DESCRIPTION

<b>TITLE OF POSITION</b>	<b>Clinical Lead – Allied Health</b>
<b>CLASSIFICATION LEVEL</b>	<b>LC Level 6 or 7 (based on level of experience) - Salary packaging is available</b>
<b>PROGRAM</b>	<b>Elcies Disability Care - NDIS Services</b>

### OVERVIEW

Lutheran Care provides community services on behalf of the Lutheran Church in South Australia and Northern Territory through a range of programs. We support communities through responding to the needs of individuals and families, community development, learning opportunities, accommodation and disability support. Current programs include emergency relief, financial counselling, family support and education, foster care, housing and family shelter, refugee services and NDIS disability services support (South Australian only). Lutheran Care is committed to reducing barriers encouraging inclusion and participation in the community of people all ages, genders, Lesbian, Gay, Bi-Sexual, Transgender, Intersex and Queer (LGBTIQ) people, Aboriginal and Torres Strait Islander (ATSI), culturally and Linguistically Diverse (CALD) backgrounds and those with a disability.

Elcies Disability Care (EDC) provides services to clients with disability who are in receipt of an NDIS plan. The National Disability Insurance Scheme (NDIS) offers funding to people with a broad range of physical, intellectual and psychosocial impairments. Some of these people have complex challenges in their lives that reduce their capacity to utilise that funding in the best way possible.

### ROLE SUMMARY

- The successful candidate will provide and have oversight of Allied Health practitioners to address complex therapeutic challenges for people living with disabilities.
- You will communicate, coach and foster relationships between the people we support, their families and the EDC employees providing support to contribute to positive outcomes for our clients.

### REPORTING RELATIONSHIPS AND ACCOUNTABILITY

The Clinical Lead – Allied Health reports to the Principal Clinical Lead – Specialist Services.

## SPECIAL CONDITIONS

The successful applicant will be required to hold a current:

- and satisfactory DHS Working with Children Check **and** a NDIS Workers Screening Check prior to being employed.
- COVID Vaccination certificate prior to commencement and provide dates for further booster shots as required.
- South Australian Driver's Licence and possess a registered roadworthy vehicle available for work use. Local, intra-state and interstate travel may be required.
- Provide First Aid Certificate.

The successful applicant must have the flexibility to work occasional evenings and weekends.

## CORE BEHAVIOURS/ RESPONSIBILITIES

<b>ROLE:</b>	<b>EDC Staff Responsibilities and Duties:</b>
<b>Elcies Disability Care Culture</b>	<ul style="list-style-type: none"><li>• Model ethical behaviour and practice consistent with the ethos of Lutheran Care as outlined in the Code of Conduct and stated values.</li><li>• Adhere to and support EDC's policies and procedures.</li></ul>
<b>Teamwork</b>	<ul style="list-style-type: none"><li>• Contribute to maintaining a supportive team environment by communicating with team members, staff and volunteers in a positive and encouraging manner.</li><li>• Support EDC's senior management team's decisions and ensure that instructions are carried out.</li><li>• Alert direct line manager to any emerging issues or critical incidents that may impact upon the growth, stability and sustainability of the relevant program/work area(s).</li><li>• Attend and actively participate in regular team meetings and forums as required.</li><li>• Report to the direct line manager as required.</li></ul>
<b>Work Health and Safety</b>	<ul style="list-style-type: none"><li>• Maintain a safe and healthy workplace, identify and act upon potential workplace hazards and identify and implement procedures to manage and minimise risks within your team environment.</li><li>• Promote and adhere to EDC's Work Health and Safety guidelines.</li></ul>

<b>Resource Management</b>	<ul style="list-style-type: none"> <li>• Maintain records of activities as required for accountability purposes.</li> <li>• Manage resources and risks efficiently and effectively.</li> <li>• Work within established or negotiated financial and time constraints</li> <li>• Participate in the recruitment and on-boarding where required</li> </ul>
<b>Continuous Improvement</b>	<ul style="list-style-type: none"> <li>• Contribute to the delivery of high quality services.</li> <li>• Understand and support continuous quality improvement in EDC.</li> <li>• Provide detailed monthly reports and data to the Principal Clinical Lead Specialist Services including Strategic Development, Service Enhancement reports and Restrictive Practice reporting.</li> </ul>

### CORE BEHAVIOURS/RESPONSIBILITIES

<b>ROLE</b>	<b>Responsibilities and Duties Specific to the Role:</b>
<b>Service Delivery:</b>	<p><b><i>Speech Pathologist:</i></b></p> <ul style="list-style-type: none"> <li>• Diagnosing, treating, and preventing speech and language disorders.</li> <li>• Creating treatment and therapy plans to suit the individualized needs of a diverse population of patients.</li> <li>• Performing screenings to detect voice or speech disorders.</li> <li>• Educating clients and families and care teams about speech disorders and causes, including disabilities and traumatic events.</li> <li>• Keeping detailed records relating to client conditions, care plans, therapies, and progress.</li> <li>• Reporting progress and current status to appropriate parties, which may include family members, teachers, or the government bodies.</li> <li>• Writing detailed progress reports, recommendation letters and Assistive Technology requests to the NDIA.</li> <li>• Provide clinical support/leadership across Lutheran Care programs where there is capacity to increase clinical support services for clients accessing LC (eg Foster Care) under the direction of the Principal Clinical Lead Specialist Services</li> <li>• Consistently demonstrate best practice and a commitment to quality standards, proactively identifying needs for improvement and showing initiative in meeting these improvement needs</li> </ul>

	<p><b><i>Occupational Therapist:</i></b></p> <ul style="list-style-type: none"> <li>• Conduct assessments and evaluations to determine a client’s therapeutic requirements, and personal goals.</li> <li>• Creating treatment and therapy plans to suit the individualized needs of a diverse population of patients.</li> <li>• Completing home safety assessments, assistive technology prescriptions and other relevant assessments.</li> <li>• Educating clients, families and care teams about Activities of Daily Living and Well-Being.</li> <li>• Advise family members and other supportive individuals about the level of care the patient needs</li> <li>• Keeping detailed records relating to client conditions, care plans, therapies, and progress.</li> <li>• Reporting progress and current status to appropriate parties, which may include family members, teachers, or the government bodies.</li> <li>• Writing detailed progress reports, recommendation letters and submitting these to the NDIA.</li> <li>• Provide clinical support/leadership across Lutheran Care programs where there is capacity to increase clinical support services for clients accessing LC (eg Foster Care) under the direction of the Principal Clinical Lead Specialist Services</li> <li>• Consistently demonstrate best practice and a commitment to quality standards, proactively identifying needs for improvement and showing initiative in meeting these improvement needs.</li> </ul>
<b>Leadership</b>	<ul style="list-style-type: none"> <li>• Provide sound leadership to practitioners within the EDC Speech Pathologist or Occupational Therapist program</li> <li>• Achieve business KPIs through leadership and best practice services</li> <li>• Provide regular clinical mentoring and support to the wider therapy team and drive high standards of service</li> </ul>
<b>Team</b>	<ul style="list-style-type: none"> <li>• Provide practice supervision to practitioners within the Speech Pathologist or Occupational Therapist team</li> <li>• Recruit appropriately qualified and skilled staff to meet the needs of the business in consultation with the Executive Manager Specialist Services</li> <li>• Use sound decision making and problem solving skills to ensure continuous best practice service delivery</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>• Identify and develop key strategic relationship networks to achieve goals, and improve outcomes for clients and service delivery methods.</li> <li>• Communicate effectively to engage and establish rapport with clients, their families/carers and team members.</li> <li>• Promote, facilitate and model positive collaboration between agencies and sectors.</li> <li>• Participation in clinical supervision individually and in peer group sessions</li> </ul>

<b>Collaboration</b>	<ul style="list-style-type: none"> <li>• This position can expect to form and maintain close working relationships with, but not limited to;</li> <li>• Principal Clinical Lead , Managers</li> <li>• Clients, their families and carers</li> <li>• Referral agencies</li> <li>• Medical and Allied Health Professionals</li> <li>• Regulatory and Complaint agencies</li> <li>• Other government agencies</li> </ul>
<b>Case Management</b>	<ul style="list-style-type: none"> <li>• Ensure all EDC services are provided using strengths based Case Management.</li> <li>• Assess the priority and provide appropriate responses to clients with behaviours that demonstrate high and complex needs.</li> <li>• Ensure and maintain confidentiality for all clients.</li> </ul>

Staff will be consulted over major changes to their position descriptions, however, duties and responsibilities may vary from time to time to maintain “Best Practice” standards of service delivery. You may be assigned other duties as reasonably requested within your level of skills and qualifications

## **PERSON SPECIFICATION**

### **REQUIRED QUALIFICATIONS, SKILLS, KNOWLEDGE, EXPERIENCE AND ABILITIES**

- Tertiary qualifications in Allied Health (Bachelor of Applied Science in Occupational Therapy or equivalent, Bachelor of Speech Pathology)
- Eligibility to register with at least one of the below professional Associations / Boards: -
  - registration with Speech Pathology Australia or
  - the Australian Health Practitioner Regulation Agency (AHPRA).
- Registration or ability to register with the NDIS Quality and Safeguard Commission.

## **ATTRIBUTES THAT ARE DESIRABLE, BUT NOT ESSENTIAL**

- Experience in positive behaviour support approaches and in the development and implementation of positive behaviour plans.
- Demonstrated experience supporting people with complex needs and contributing to positive developmental outcomes.
- Experience leading diverse teams across NDIS approved support modules.
- Experience in research, consultation, development and writing of Positive Behaviour Support Plans.
- Extensive understanding of the NDIS and disability sector.
- Passion to maintain up to date understanding of the changing environment of the NDIS and how this impacts on the development of PBS as submitted to the Commission.