



## WINNIPEG REGIONAL HEALTH AUTHORITY POSITION DESCRIPTION (Non-Management)

**DATE:** April 19, 2017

---

---

**POSITION TITLE:** Community Forensic Mental Health Specialist **JOB CODE:** 30002176  
(previously CHSS)

**UNION:** MGEU 220

**DEPARTMENT:** Mental Health

---

---

**SUPERVISOR'S TITLE:** Community Mental Health Clinical Specialist

**SUPERVISORY RESPONSIBILITIES:** No direct supervision - Give advice and guidance on work procedures and establish work priorities and schedules to Mental Health Proctors

---

---

**EDUCATION:**

- BSW, OT, PT, BSc PN, RPN, BN, RN, SLP, RD, or related health/human service degree required.

**EXPERIENCE:**

- Minimum of four years directly related community mental health experience

**OTHER:**

- Comprehensive knowledge and understanding the bio/psycho/social model of mental illness and recovery
- Excellent organizational, communication and interpersonal skills
- Effective networking and agency relations skills
- Able to use problem resolution skills to handle sensitive and complex issues related to multiple service involvement
- Working knowledge of the forensic and criminal justice systems an asset
- Familiarity with Word Processing and Data Base systems an asset
- May require evening and weekend work
- Subject to criminal records check

**LICENCES, REGISTRATIONS:**

- Licensure/Registration as per professional designation required
  - Requires a valid driver's license and a vehicle
  - If successful applicant is a Registered Dietitian, must be a graduate of a recognized dietetic internship program accredited by Dietitians of Canada.
- 
-

### **Overview of Community Mental Health Program:**

"The Shared Health Mental Health and Addictions program provides a range of mental health and addiction services across the healthcare continuum that support and promote recovery. Through collaboration and partnership across various health, social service and community sectors the program strives to promote mental health and well-being for all, to reduce inequities and the impact of mental health and addiction problems and to work towards sustainability of mentally healthy individuals and communities."

#### **I. MAIN FUNCTION:**

Specialists are to provide a range of services to individuals experiencing mental health disorders and who as a result of criminal actions on their part are to be or have been found by the courts to be Unfit to Stand Trial or Not Criminally Responsible (per section XX.1 of the Criminal Code). Services are oriented towards the restoration, maintenance or enhancement of the client's health functioning.

Services are oriented to clients who require planning for community placements or who are living in the community. The specialists will be a resource to any rural community worker who has Unfit/NCR clients on their caseload, specifically providing information on case management, education, and continuous quality improvement activities and best practices.

#### **II. POSITION DUTIES AND RESPONSIBILITIES:**

- Provide mental health case management services to individuals deemed NCR/Unfit inclusive of assessment, planning, intervention, and evaluation
- Screens requests for service to determine the need and appropriateness for Mental Health intervention by conducting interviews of applicants for service
- Requests the service may be received from different referral sources, specifically Review Board, Forensic Services (Psychealth or SMHC), rural Mental Health/Community Living programs
- Ensure that situations requiring immediate attention due to client crisis are responded to and resolved satisfactorily
- Undertake assessment of clients' condition and need and develop a service plan as required
- Implement agreed upon service plan
- Monitor clients' progress in community in accordance with the service plan goals and objectives
- Formal liaison and collaboration with Psychealth, Forensic Services and SMHC Forensic Services to coordinate services for mutual clients
- Collaborate with other professionals, agencies and groups in the community to ensure a well-coordinated service to clients
- Pursue case management activities independently and in concert with other professionals and agencies
- Provide information to individuals, families, and communities to increase their understanding of mental illness and to develop their awareness of existing resources

- Provide presentations about the Forensic Mental Health Program and NCR/Unfit clients to service providers
- Develop and implement educational programs about NCR/Unfit client groups, Risk Management, violence and mental illness to treatment staff, community workers and community agencies
- To be a resource to rural workers who may seek or need guidance on differing issues relevant to NCR/Unfit clients, i.e. case management, risk assessment, resource utilization
- Recommends policy formulations and implementation for Health Programs Branch, Manitoba Health
- Development programs, services and resources, to meet the emerging needs of NCR/Unfit clients
- Assume responsibility for own professional and personal development
- Maintain records as per defined Program standards inclusive of regular updating or M.H.M.I.S.
- Development of operational policies and procedures to guide the functioning of the Provincial Forensic Mental Health Program
- Collection of statistics for the purpose of program evaluation and research/client need assessment
- Participate in research relating to the NCR/Unfit client group
- Monitor the quality of care and supervision of clients in licensed and approved residential care facilities to ensure clients receive the best care possible within allocated resources
- Carry out provisions of the Mental Health Act pertaining to (1) Orders of Supervision as delegated by the public trustee (2) Involuntary Examination/Admission to psychiatric facilities
- Supervise individual Proctor activity in their work with clients
- Contribute to the development and maintenance of team integrity by providing and receiving consultation, new ideas, and back-up support to other members