

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

DATE: June 23, 2017

POSITION TITLE: Team Leader- Forensic Cmty Mental Health **JOB CODE:** 30002251
(FACT) (Previously HSDS) **UNION:** MGEU 220

DEPARTMENT: Community Mental Health Services

SUPERVISOR'S TITLE: Director, Community Mental Health Services

SUPERVISORY RESPONSIBILITIES: The Team Leader provides clinical supervision and consultation to the members of the Forensic Community Mental Health/Forensic Assertive Community Treatment (FACT) teams, emphasizing peer clinical supervision and using individual supervision as needed, including students from various disciplines.

EDUCATION:

- BSW, BScMH, BScPN, BN, OT, RPN, RN, or related health/human service degree.

EXPERIENCE:

- Five (5) years directly related experience with working with mentally disordered offenders, individuals deemed NCR and individuals considered unfit to stand trial.
- Expertise in the area of community mental health.
- Expertise and experience in clinical practice consultation, performance management of multidisciplinary staff, and team building.
- Excellent organizational, communication and interpersonal skills.
- Effective networking and agency relations skills.
- Comprehensive knowledge and understanding of Forensics, psychosocial rehabilitation, recovery, and empowerment.
- Minimum of three years' experience in supervising and managing in a unionized and interdisciplinary team environment.
- Clinical knowledge in the area of Co-Occurring Mental Health and Substance Use Disorders and the related implications for clinical practice.
- Advanced skills in collaborative practice across various systems.

OTHER:

- Comprehensive knowledge and understanding of the bio/psychological/social/spiritual model of mental illness and recovery, co-occurring mental health and substance use disorders, psychosocial rehabilitation, clinical risk management, empowerment, crisis intervention, assertive engagement and a range of therapeutic modalities required.
- Sound knowledge and understanding of Evidence Based Practice, including current knowledge of best practice in the area of mental health service delivery and its interface with the justice system and the related implications for clinical practices.

- Excellent organizational, collaboration, communication and interpersonal skills required.
- Demonstrated ability to work in an interdisciplinary, intersectoral and intrasectoral context.
- Demonstrated ability to establish and maintain excellent working relationship with multi-sectoral partners and to facilitate, collaborate and resolve conflict.
- Demonstrated ability to plan and implement new services in collaboration with community partners and key stakeholders.
- Familiar with relevant legislative acts that relate to Mental Health Court (MHC) and CMHP Forensic Services and their impact on client service, e.g. The Criminal Code of Canada, Mental Health Act etc..
- Ability to lead, influence and motivate staff effectively.
- Knowledge of Winnipeg Regional Health Authority (WRHA) policies and reporting requirements is preferred.
- Experience developing and delivering education and training sessions.
- Ability to function in a computerized working environment.

LICENSES, REGISTRATIONS:

- Responsible for maintaining and providing proof of active registration with the appropriate registering body.
- Valid driver's license and vehicle required.

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."

MAIN FUNCTION:

Under the general supervision of the Director of Community Mental Health, the team leader is responsible for overseeing the day to day operations of the Forensic CMH and FACT Teams.

- Supervises and evaluates the multidisciplinary team in collaboration with appropriate psychiatric support.
- Incorporates the principles of recovery and empowerment to ensure helpful and respectful services to individuals and their families in the program.
- Functions as a practicing clinician on the team.

POSITION DUTIES AND RESPONSIBILITIES:

SUPERVISION:

- Provides leadership in the joint operations of the Mental Health Court in conjunction with key components of the justice system: the Judge, Crown Attorneys, Defense Attorneys, Legal Aid Services, and Probation Services.
- Provides leadership to the provincially mandated CMHP Forensic Services in conjunction with the Manitoba Justice, Review Board and other Regional Health Authorities, CMHP Forensic Services.

- Establishes and maintains effective working relationships with a variety of key stakeholders including: Winnipeg Police Services, community and hospital based programs and services, Selkirk Mental Health Center, other community health services in WRHA, integrated service partners in Family Services and Consumer Affairs, as well as funded agencies and social services.
- Meets regularly with relevant stakeholders (i.e. justice system, Review Board, other RHA CMHP Program Managers) to facilitate communication, to conduct ongoing review of services, to ensure all the relevant service delivery components are implemented to facilitate resolution of issues, and provide ongoing support as needed.

CLINICAL:

- As a team member spend at least 50% of time providing direct clinical services.
- Direct day to day clinical operations of the Forensic CMH/FACT team:
 - scheduling staff work hours to ensure coverage
 - lead regular scheduled meetings and case reviews
 - Continuously evaluates the status of individuals within the program and do appropriate planning and coordination of treatment activities to ensure immediate response to the changing needs of the individual.
- Develop and maintain relationships with other community agencies and hospitals both formal and informal.
- Participant in broader mental health program meetings as required.
- Oversees the development and implementation of DBT Programming.
- Provides clinical leadership and expertise in adult mental interventions as they relate to individuals who have come into contact with the Criminal Justice System.
- Facilitates cooperative ventures with other service providers and agencies across the healthcare continuum to ensure efficient and interdisciplinary client care.
- Co-participates in a variety of networks, partnerships and committees promoting clinical mental health knowledge and practice.
- Ensures all practice is consistent with relevant legislation, professional standards, policies and clinical practice guidelines of Shared Health (SH).
- Identifies potential risks and develops plans to mitigate or minimize the risks.
- Assists staff with the development and documentation of procedures and standards and implementation of risk management initiatives.
- Facilitates regular communication between the mental health and criminal justice systems, various service teams, Forensic Psychiatry and other program areas.
- ensures that existing services are continually evaluated so that they meet the needs of clients and are provided in a client oriented, efficient, effective and ethical manner, consistent with the mandate of the Adult Mental Health Program and guidelines of professional regulatory bodies.
- Coordinates clinical activities and assists others in the provision of care in accordance with legal, ethical and professional standards and within the policies and procedures as established by the Adult Mental Health Program.
- Monitors professional clinical documentation in client charts to ensure accordance with charting guidelines.
- Ensures that staff are meeting all the reporting requirements and standards required by Criminal Justice System.
- Participates in strategic and program planning processes as required.

- Provides key information for the planning process including resource identification and outcomes tracking.
- Reviews current practices and identifies areas that are inefficient and makes recommendations for change; encourages staff to do the same.
- Ensures that client complaints and suggestions are addressed and responds to problems and concerns related to clinical practice in a timely manner.
- Addresses any clinical issues related to service delivery in conjunction with Forensic Psychiatry.
- Interprets program policies and procedures to staff, clients and the public.
- Responds to Personal Health Information Act (PHIA) and Freedom of Information and Protection of Privacy Act (FIPPA) requests in conjunction with the designated Privacy Officer.
- Ensures that the required equipment, administrative supports and resources are in place for a safe work environment in conjunction with the Manager of Facility and Administrative Supports.
- Participates in regional emergency response initiatives as required.

ADMINISTRATIVE:

- Responsible for the maintenance of program guidelines and procedures.
- Responsible for systemic problem solving and advocacy.
- Participate in strategic and program processes as required.
- Responsible for ensuring that all Regional and Community Mental Health Guidelines are implemented by the team.

PROGRAM DEVELOPMENT AND PRACTICE STANDARDS

- Strives to improve service provision through continuous program evaluation and regular team meetings.
- Ensures interventions are based on best practice guidelines.
- Ensures that recovery orientated practice principles are applied to all levels of service provision.
- Attends various committees as requested.

RESEARCH:

- Responsible for the collection and monitoring of outcomes, utilization and other quality assurance data pertinent to the program. Ensure that the team uses the data to improve services.

OTHER:

- Adheres to all safety and health regulations and safe work practices
- May be required to perform other duties and functions related to this job description not exceeding above stated skills and capabilities.