Position Description	
Owner:	**People and Culture**

Position Title: Clinician – Occupational Therapist

Reports to: Team Leader

Program: Clinical and Consultation Services

Location: Bathurst and Orange

Relevant Award: Health Professionals and Support Services Award 2020

Classification: Health Professional – Level is dependent on experience and qualifications

Requirements:

- Current driver's licence
- NSW Working with Children Check clearance and satisfactory Criminal Record Check
- Tertiary qualifications in Occupational Therapy and registered or eligible for registration with the Occupational Therapy Board of Australia

Veritas House Vision

Through intentional action and advocacy, we aim to create a caring and socially just community where every individual is safe, valued and equitably supported.

Veritas House Mission

We support the whole person, walking alongside them to provide compassionate, person-centred services that nurture autonomy, wellbeing, strengthen relationships and create safe, connected communities.

Veritas House Values

Our core operating values influence the culture and public image of Veritas. They articulate ideals that we aspire to hold ourselves accountable for and offers guidance about how we behave in carrying out our mission.

Relationships

We are all connected and the way we behave towards each other matters. Showing respect, being inclusive and communicating in a kind and honest way gives everyone the opportunity to feel valued. Strong relationships lead to mutual understanding and support.

Collaboration

We work together to solve problems and deliver solutions. We understand that bringing people together fosters empathy, builds trust and sparks creativity. Collaboration helps us achieve our goals and the goals of the children, young people and others we work with.

Compassion

With an open mind, we accept people without prejudice or judgement. Compassion opens our minds to others, regardless of our differences. Compassion allows us to work in a caring, well-informed way that respects the experiences and needs of the people we work with.

Authenticity

We are true to ourselves and stand up for what we believe, regardless of pressure from others. We don't try to be what we're not, and this transparency means others know where they stand with us. Our actions are genuine and without pretence.

Primary Objective of Veritas House Clinical and Consultation Services (Veritas House Support Services)
Clinical and Consultation Services (CCS) team provide supports to the various programs of Veritas House. These are a combination of assessment, therapeutic intervention, behaviour support and consultation/advice services that help meet the needs of children, young people, families and carers of Veritas House. Additionally, CCS provides limited services external to the organisation, with a focus on supporting the needs of children, young people and families in our local community.

Primary Objective of the Position
This position focuses on helping children and young people develop the skills they need to grow into functional, independent adults. The role will undertake direct delivery of services to clients of Veritas House. These services will be consistent with the employee's skills and experience. The role will liaise with relevant external stakeholders as required to help support partnerships and collaboration for the benefit of children, young people, carers and families supported by Veritas House.

Your Level of Decision-Making and Authority
You are expected to:

- Act within policy and procedure
- Make decisions in relation to assessing clients and determining and providing intervention services. The role has a high degree of autonomy, with clinicians managing their own caseloads and assessments, including making specific recommendations for each case on the basis of their understanding and interactions with children, young people, carers and families supported by Veritas House

Decisions that are made by you after consultation with your Manager:

- Recommendations on change of placement if sought by caseworkers
- Use of significant or unusual restricted practice strategies.

Decisions that are referred to your Manager:

- All issues that require a sign off / approval from the Team Leader, Executive Manager or CEO;
- Issues outside of policy guidelines
- Complaints from children or young people
- Requests for new business from funding bodies
- Complaints from funding bodies

Position-Specific Roles and Responsibilities

- Develop, implement and monitor Behaviour Support Plans.
- Assessing, planning, implementing and evaluating treatment plans
- Establishing realistic therapy goals for children to meet in order to improve their physical, mental and social health.
- Contribute to the development and maintenance of Behaviour Intervention Support Plans for children and young people
- Provide professional supervision to staff within the scope of your professional skills and experience
- Deliver evidence-based therapeutic interventions which best meet the needs of the individual and family context.
- Help develop and deliver training to various stakeholders associated with Veritas House, including carers, families and staff.
- Support the broader sector by effectively communicating, collaborating with and supporting the work of DCJ and other FSPs when appropriate.

- Maintain documentation in accordance with professional standards and the policies and procedures of Veritas House.
- Support the ongoing growth and development of external fee-for-service work of Veritas House, which helps meet the needs of children, young people and families in the communities in which we live.

Other Duties and Responsibilities:

Team Participation & Work Management

- Contribute to the ongoing development of a diverse, inclusive, dynamic, creative and cohesive team;
- Contribute to the development of solid, equitable and honest relationships that support a strong team approach and to maintain a strong work ethic in personal efficiency and effectiveness at all times;
- Use supervision, professional development, team meetings and Veritas House performance accountability processes to enhance outcomes for children and young people.

Cultural Sensitivity and Appropriateness

- Demonstrate cultural awareness and appropriateness in all interactions with colleagues, clients, providers and others interacting with the service.

Accountability

- Accept line supervision from your Team Leader/Manager;
- Maintain work records and statistical data as required;
- Work within and abide by all policies, practices and guidelines of Veritas House;
- Attend team meetings as requested;
- Have a clear understanding of confidentiality and privacy issues pertinent to service users, staff and the Agency;
- Recognise and monitor job stress and personal needs as a worker and take active responsibility for your own wellbeing in the workplace.

Work within a Legal & Ethical Framework

- All work must be carried out in accordance with Veritas House policies, procedures, aims and objectives, relevant funding agreement guidelines and legislation
- Maintain and ensure strict confidentiality.
- At all times demonstrate commitment to the Staff Code of Ethics and Conduct.
- Comply with all relevant legislation.

Work Health and Safety

- Participate in WHS consultation and training as required;
- Actively promote safe work practices in the workplace;
- Adhere to Veritas House WHS policies and procedures;
- Report to your Team Leader/Manager and the WHS Officer any near misses via WHS Hazard Reports, or illnesses and accidents via WHS Incident Reports;

Other Organisational Requirements

- Contribute to the promotion of the organisation by networking with interagency partners and key stakeholders;
- Ensure that your behaviour and practices support and reflect the Veritas House values and promote the organisation's mission;
- Demonstrate a willingness to work reasonable extra hours as required for the benefit of the children, young people and the organisation;
- Ensure the effective maintenance and repair of all property, vehicles and equipment to an appropriate standard;
- Act as a role model of professional behaviour inside and outside the workplace and in the

community, wherever you can be identified as a worker of Veritas House.

Conditions of Employment

All Veritas House workers are bound by the terms and conditions contained in the Veritas House Employment Agreement, the Position Description, the relevant Industrial Award(s), Veritas House Policies, Procedures and the Veritas House Staff Code of Ethics and Conduct, as amended and as endorsed by the Veritas House Executive from time to time.

Veritas House reserves the right to vary this Position Description at any time in response to the changing needs of the organisation, and the occupant will be required to attend to other duties as directed from time to time by an Executive Officer.

Acceptance of Position Description & Conditions of Employment

This Position Description does not constitute an offer of employment but outlines the responsibilities and requirements of the position it refers to.

I have read and understood the Veritas House Employment Agreement, the Position Description, and the Veritas House Staff Code of Ethics and Conduct and will at all times conduct myself in accordance with the instructions and principles contained within those documents. I understand failure to do so could result in disciplinary processes which may end in termination of employment.

Signed by the Employee:

Employee Name	Signature	Date

Signed on behalf of Veritas House Support Services:

Executive Name	Signature	Date

Selection Criteria

1. Bachelor's degree or higher in Occupational Therapy plus registration with AHPRA (or at a minimum, be eligible to hold at least provisional registration with AHPRA as an Occupational Therapist)
2. Experience and/or knowledge in the provision of services to children, young people and families
3. Experience and/or knowledge of working with developmental trauma
4. Experience and/or knowledge of evidence-based interventions for trauma
5. Experience in or willingness to learn skills in assessment and behavioural intervention support plan development and implementation
6. Willingness to support the delivery of clinical supervision and training to staff of Veritas House consistent with your level of skills and experience

Position Description review and version tracking		
Version	**Reason**	**Date**
1	New Position	December 2022
2	Inclusion of BIS plans; change to report title	June 2023
3	Add new Vision and Mission statements	January 2026
4		