

EXAMPLE

Individual Scope of Practice - Alcohol and Other Drugs (AOD) Worker



Personal qualifications, registration, skills, knowledge and experience



Personal details

Record the details of the Aboriginal and/or Torres Strait Islander (A&TSI) Health Worker/Health Practitioner for whom this scope of practice is written.

Name: Darren Brumby

Position Male Alcohol and Other Drugs Worker, Banda Murra Indigenous Drug and Alcohol Service

Qualifications

List nationally recognised qualifications and other accredited training programs and endorsements (include year completed).

HLT40113 Certificate IV in Aboriginal and Torres Strait Islander Primary Health Care (Community Care) at Better Training Org

Mental Health First Aid at MHFA Australia

CHC43315 Cert IV Mental Health at Open colleges

Previous roles

Provide details on current and previous roles and the corresponding states/territories worked in over the last five years.

2010- 2016 Construction worker, BCT constructions

2016 - 2018 Trainee Indigenous Health Worker, KPY Community Health Service

2018 - 2020 Indigenous Health Worker (generalist), KPY Community Health Service

2020- Current Indigenous AOD Worker, KPY Community Health

Registration

Details of registration with the Aboriginal and Torres Strait Islander Health Practice Board of Australia (ATSIHPBA).

*ATSIHPBA is supported by the Australian Health Practitioner Regulation Agency (AHPRA) under the National Registration and Accreditation Scheme see www.ahpra.gov.au

Registered with ATSIHPBA? Yes No

Endorsements: N/A

Notations: N/A

Conditions: N/A

Summary of current skills/knowledge/ experience:

Mental health and substance use assessment and referral
Planning and implementing group activities for people with substance use issues
Casework documentation
Liaison with external organisations to improve service delivery
Advocating for clients and facilitating access to appropriate services
General health promotion

STEP 2 Work setting and skill mix of the team



Work setting and skill mix of the team

Describe the work setting (e.g. remote clinic; urban primary health service; hospital). List the team members (including supervisors), their qualifications and current skills. Some functions within the scope of practice of any profession may be shared with other individuals. Discuss this skill mix and any overlap.

Urban Primary Health Service
Operational:
Program Manager – Rachel Pearce
Qualifications: Diploma of management
Skills: Education and Support to Staff. Clinical skills, Management of services in clinic.

Clinical – David Smith (RN)
Qualifications: Registered Nurse Degree, Grad Dip of Mental Health
Skills: Screening and assessing clients, community home visits, administration of medications.

Sean Davis (Psychologist)
Qualifications: Bachelor of Psychology
Skills: Run group therapy sessions for AOD clients.

Work setting and skill mix of the team

Describe the work setting (e.g. remote clinic; urban primary health service; hospital). List the team members (including supervisors), their qualifications and current skills. Some functions within the scope of practice of any profession may be shared with other individuals. Discuss this skill mix and any overlap.

Large team consisting of registered nurses, counsellors, psychologists, psychiatrists and addiction medicine specialists. These practitioners have good clinical skills but may require support in terms of providing culturally-appropriate care.



Activities required by the role



Activities required by the role

Starting with the position description (PD), develop a list of activities that reflect the needs of the health service and community. **Highlight** which of these activities are in line with the individual's *experience, education and abilities*.

Provide culturally appropriate assessment, referral, counselling and group work to clients with coexisting mental health and substance use issues

Work collaboratively with external service providers to provide seamless service delivery and support to clients during residential rehabilitation and return to community

Document casework using 'Client Management System' software and report to management Support the development of culturally appropriate and effective local programs to minimise the harm done by alcohol and other drug use to Aboriginal and Torres Strait Islander communities

Provide education to members of the Aboriginal and Torres Strait Islander community on alcohol and other drug issues

Facilitate access to culturally appropriate drug and alcohol resources and programs



Practice restrictions and exclusion



Practice Restrictions and Exclusions

The A&TSI Health Worker/Health Practitioner and their supervisor should *discuss and determine any particular activities which are outside the scope of the job role and which should not be performed*, including due to legislation, workplace policy and/or a lack of appropriate supervision. These may include activities that the A&TSI Health Worker/Health Practitioner has performed in previous roles.

The following restrictions apply:

- * Not to perform any clinical assessments other than for mental health and substance use
- * Not to provide any advice or information about medications
- * No counselling to be provided until training has commenced, and only under direct supervision of a counsellor, psychologist, or Registered Nurse who is competent
- * Not to provide any other clinical treatments other than counselling and first aid.



Current scope of practice



Current scope of practice

The A&TSI Health Worker/Health Practitioner and their supervisor should discuss and **determine the individual's current scope of practice in the role**, based on the activities **highlighted in Step 3**. Use the space below to define the A&TSI Health Worker's/Health Practitioner's current scope of practice. This is not intended to be a complete list of activities or responsibilities, but should be indicative of the **types of activities that the A&TSI Health Worker/Health Practitioner may perform in the role**. Mark with an asterisk (*) the activities that require supervision.

Assessment and referral of clients for mental health and substance use issues

Planning and running group (non-counselling) sessions for clients

Documenting casework

Working with partners and external organisations to support the development of appropriate services and programs

Planning and delivering mental health promotion activities

Supporting clients to access appropriate services



Activities currently outside the Scope of Practice



Required activities currently outside scope

From the list of activities that the individual is expected to do (Step 3) copy below the activities the A&TSI Health Worker/Health Practitioner does not yet have the training, experience and/or skills to undertake. These are the activities that are not highlighted.

Darren has limited training and experience in counselling

Darren is unfamiliar with our client management software



Supervision requirements and referral pathways



Supervision requirements and referral pathways

In consideration of the work setting and skill mix of the team (**Step 2**), any restrictions to supervision identified (**Step 4**) and the A&TSI Health Worker's/Health Practitioner's current scope of practice (**Step 5**):

- > determine their supervision requirements, including whether this should be direct, indirect or remote supervision; who can provide supervision, under what circumstances and how it will be structured – noting that these requirements may vary across different types of activities
- > list any activities in **Step 4** for which the service is unable to provide appropriate supervision
- > determine the process for referring and escalating patient/client care, and the conditions under which these processes would apply.

Indirect supervision for all activities except counselling of individuals and groups

As per 'Clinical Supervision Guidelines for Mental Health Services'. Ample opportunity for adequate clinical supervision required for supporting Darren to provide counselling services, once he commences further training in counselling.

Referral Pathways: As per Banda Murra Indigenous Drug and Alcohol Service referral protocol.



Continuing professional development (CPD)



Continuing Professional Development (CPD)

Develop a plan for professional development for the next 6–12 months. The plan should:

- > help the A&TSI Health Worker/Health Practitioner maintain their current scope of practice
- > identify any educational and/or experience/skills requirements the individual needs to meet in order to work at full scope of practice (if limitations apply)
- > address the A&TSI Health Worker's/Health Practitioner's career aspirations
- > ensure that requirements for registration are met (if applicable).

If the organisation uses a CPD template, complete it and attach to this document instead.

In-house training on client management software

Enrol in Diploma of Counselling at Gallang Education and Training

STEP 9 Arrangements for practice review



Arrangements for practice review

Using the supervision and support needs described in **Step 7**, agree on a supervision structure (e.g. fortnightly meetings etc. including expected duration and location of the meetings).

Weekly clinical supervision with David or Sean at BMIADS. This may need to be increased to daily when counselling training commences.

Quarterly meetings with program manager, Rachel, at BMIADS

STEP 10 Agreement



A&TSI Health Worker/Health Practitioner name:

Signed:

Date:

Supervisor name:

Signed:

Date:

Line Manager name:

Signed:

Date:

STEP 11 Next review of Scope of Practice due



Date:

A&TSI Health Worker/Health Practitioner given copy of this document