



THE EASTERN REGIONAL HEALTH AUTHORITY

POSITION DESCRIPTION

1. JOB TITLE SPECIALIST PRIMARY CARE PHYSICIAN II – MENTAL HEALTH	2. DIVISION <input type="checkbox"/> SANGRE GRANDE HOSPITAL <input type="checkbox"/> ST. ANDREW/ST. DAVID <input type="checkbox"/> NARIVA/MAYARO	3. DEPARTMENT CLINICAL SERVICES
4. ORGANISATIONAL RELATIONSHIP The Specialist Primary Care Physician II – Mental Health would have a dual reporting relationship to the County Medical Officer of Health and the Head of Department, Psychiatry at the Sangre Grande Hospital.		5. NATURE & SCOPE The Specialist Primary Care Physician II – Mental Health is responsible for diagnosing and administering psychiatric medical treatment to patients in the community health care facilities or through extension services at a Clinic or other designated area. He/She is also responsible for facilitating the effective delivery of mental health services throughout the Authority. Work may entail the conduct of medical procedures and the evaluation of examinations for diagnoses. Work may also include the supervision of House Officers, psychologist, mental health officers and duties are performed with considerable independence and reviewed by a professional superior through observations, consultations and analysis of findings and reports.
6. SPECIFIC ACCOUNTABILITIES The Specialist Primary Care Physician II – Mental Health: <ul style="list-style-type: none"> <input type="checkbox"/> Examine patients, diagnose, advise and administers the necessary treatment in the investigation, prevention and control of mental health diseases and refers complicated cases for further professional attention. <input type="checkbox"/> Reviews and assess the mental health care services provided in the county in collaboration with the County Medical Officer of Health and Primary Care Physician IIs. <input type="checkbox"/> Perform medical examinations on outpatients; diagnose and make prognoses; writes and maintains up-to-date case records and completes the necessary medical reports. <input type="checkbox"/> Liaise with Psychiatrist at the Sangre Grande Hospital or at St Ann’s Hospital for continuity of care for clients. <input type="checkbox"/> Examines government employees and other categories of persons in accordance with Government policy. <input type="checkbox"/> Attends continued education programs to observe current trends in medicine. <input type="checkbox"/> Implements other preventative procedures outlined for the protection and promotion of Public Health/Mental Health. <input type="checkbox"/> Provides advice and make recommendations in the management of Mental Health services within the County. <input type="checkbox"/> Undertakes medico-legal duties as may be reasonably required with specialist advice if necessary. <input type="checkbox"/> Prepares monthly and annual reports on the mental health activities within the County. <input type="checkbox"/> Performs other related duties as may be required by the appropriate Authority. 		
7. KEY KNOWLEDGE, SKILLS AND ABILITIES <ul style="list-style-type: none"> <input type="checkbox"/> Knowledge of the principles and practices of medicine including the diagnosis of a variety of diseases and injuries. <input type="checkbox"/> Knowledge of principles and practices of preventative medicine. <input type="checkbox"/> Knowledge of Public Health Ordinance and of medical jurisprudence. <input type="checkbox"/> Management skills and the ability to work in teams. <input type="checkbox"/> Ability to gain confidence and co-operation of patients, and to establish and maintain effective working relationships with other employees and the public. 		
8. MINIMUM TRAINING AND EXPERIENCE <ul style="list-style-type: none"> <input type="checkbox"/> Training as evidence by the possession of a Medical Degree from a recognized institution. <input type="checkbox"/> Doctor of Medicine in Psychiatry or equivalent <input type="checkbox"/> Post-graduate training in Primary Care and Family Medicine or Public Health or equivalent training from a recognized institution would be an asset. <input type="checkbox"/> At least eight (8) years experience in the field of Psychiatry, five (5) of which should be in a supervisory position. <input type="checkbox"/> Specialist registration with the Medical Board of Trinidad and Tobago in the field of Psychiatry. <input type="checkbox"/> Any equivalent combination of training and experience. 		

9. SUPERVISORY RESPONSIBILITIES

- Medical Officers I
- House Officers
- Pharmacists II
- Pharmacists I
- Dentist
- Auxiliary Staff

10. COMMUNICATION AND WORKING RELATIONSHIP

Internal:

- County Medical Officer of Health
- Head of Department, Psychiatry
- General Manager-Finance
- General Manager-Human Resources
- Other members of the Management Team
- Primary Care Nurse Managers
- Senior District Health Visitor
- District Health Visitor
- Public Health Inspectorate
- Area Administrator Officer
- Primary Health Care Services Administrative Officer
- Medical Personnel
- Other Heads of Departments

External:

- Ministry of Health
- Other Regional Health Authorities
- World Health Organization (WHO) & Pan American Health Organization (PAHO)
- Other NGOs
- Other Stakeholders