

Southern Regional Health Authority

Manchester Health Department

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5-7 Ward Avenue Mandeville PO Manchester

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The Southern Regional Health Authority (SRHA), a Statutory Body under the Ministry of Health & Wellness responsible for the management and operation of Public Health Services within the Parishes of Clarendon, Manchester and St. Elizabeth, invites applications from suitably qualified persons for the following position in the **MANCHESTER HEALTH SERVICES**:

PSYCHIATRIST (HPC/MO 3)

(Salary range \$8,921,315 - \$10,604,640 per annum and any allowance (s) attached to the post)

Job Summary:

Under the general direction of the Medical Officer of Health, the Psychiatrist, will be responsible for organizing, planning, coordinating and evaluating strategies and programmes for improving the delivery of Mental Health Services, curative, preventative and rehabilitative, as well as substance abuse and psychosocial services. This will be done in accordance with the government's policies and regulations.

Qualification and Experience:

The ideal candidate must possess:

- Graduate of an accredited medical school
- Registration with the Medical Council of Jamaica
- Two (2) years relevant post-registration experience and acceptable post graduate qualification in Psychiatry

Specific Knowledge/Required Skills/Competencies:

- Knowledge of the National Health Policy and the Service Level Agreement
- Sound knowledge of Public Health Laws and Regulations and the Mental Health Act
- In depth Knowledge of Research methodology
- Knowledge of Quality Assurance Principles
- Knowledge of management principles and practices
- Knowledge of health centre functions and operations
- Knowledge of current trends and techniques in the treatment and management of psychiatric illnesses
- Knowledge of social issues and how these impact on mental health
- Information & techniques needed to diagnose and treat injuries and diseases
- Knowledge of principles, practices and professional standards of medical records management and terminology
- Excellent written and oral communication skills
- Excellent time management skills
- Proficiency in the use of relevant computer applications (MS Word, Excel & PowerPoint)
- Good human relations and interpersonal skills
- High level of integrity and professionalism

Key Responsibilities includes:

- Consults and collaborates with the Medical Officers of Health (MO (H)) and Senior Medical Officers in ensuring the integration of services through an adequate, fully functional and responsive referral system.
- Provides technical programme input in the development of the parish's:- Strategic Plan, Operational Plan and Annual Budget
- Maintains liaison with the Regional Psychiatrist to ensure that the delivery of mental health services in the region are consistent with government's overall policy direction.
- Plans, implements, monitors and evaluates the Mental Health, Substance Abuse and Psychosocial Programmes in consultation with Medical Officer of Health, and Senior Medical Officer.
- Provides leadership in improving the quality of mental health, substance abuse and psychosocial service delivery within the parish.
- Provides specialist consultation to the hospitals and health centres.
- Receives and analyses mental health, substance abuse and psychosocial statistics from all facilities within the parish, advising the MO(H) on priorities, new programmes etc.
- Actively supports DMO Level Ones, SHOs and medical students and provides regular advice in the management of patients when advice is requested.
- Ensures that there are systems in place for safe patient care.
- Ensures availability to deal with emergencies related to patients under his/her care whenever these arise.
- Administers the services at the health facility of which he/she is in charge, as well as to supervise any smaller clinics associated with it.
- Evaluates the complexity of the disease manifested by patients and decide on the suitability of continuing or initiating treatment to such patients and when necessary referring them to other appropriate institutions.
- Submits narrative and/or statistical reports to the Medical Officer of Health.
- Provides leadership to programme area assigned.
- Prepares Medical Reports according to standards in place.
- Spearheads professional activities related to mental health, substance abuse and psychosocial care delivery at parish level on request.
- Identifies and submits training needs for professional staff and participate in the development and execution of in-service training programmes for all categories of staff.
- Participates in the selection, evaluation and recruitment of technical/professional staff.
- Plans, organizes and conducts research and data analysis in matters related to mental health, substance abuse and psychosocial support in the parish.
- Monitors the Mental Health, substance abuse and psycho- social educational programmes.
- Meets regularly with colleagues in mental health, substance abuse and psychosocial support services to improve service delivery.
- Assists with the coordination of emergency mental health services in the parish.
- Provides technical supervision to Psychiatric Residents and Mental Health Officers, Psychologists, Psychiatric Nursing Aides and Medical Social Workers.
- Ensures the timely submission of monthly, quarterly and annual reports.
- Performs any other duties that may be necessary for effective mental health, substance abuse and psychosocial services in the parish.

Special Conditions Associated with the Job:

- Required to travel within the parish to perform duties.
- Required to work beyond normal working hours, and on week-end and Public Holidays in cases of emergency and outbreaks.
- Exposed to aggressive, boisterous and violent clients.

Applications along with resume should be sent **no later than Friday, March 28, 2025** to:

The Senior Human Resource Officer
Manchester Health Department
5-7 Ward Avenue Mandeville
Manchester

E-Mail - manchesterhealthjobs@gmail.com

****IMPORTANT NOTE: WE WILL ONLY ACCEPT APPLICATIONS BY EMAIL****

****PLEASE INDICATE IN THE 'SUBJECT LINE' THE NAME OF THE POSITION TO WHICH YOU ARE APPLYING****

NB. ONLY SHORTLISTED APPLICANTS WILL BE ACKNOWLEDGED.