



HSS REGISTERED

Medical Scientist
Health Salaried Officers Agreement: HSO Level P1
Position Number: 603153
Cell & Tissue Therapies WA / Service 4
Royal Perth Hospital / East Metropolitan Health Service

Reporting Relationships

Title: Senior Medical Scientist in Charge
 Award Level: HSO Level P5
 Position Number: 105885



Title: Medical Scientist in Charge
 Award Level: HSO Level P3
 Position Number: 600698



This Position



Directly reporting to this position:

Title	Classification	FTE
• Nil		

← Also reporting to this supervisor:

- Snr Medical Scientist; HSO Level P2, 1.6FTE
- Medical Scientist; HSO Level P1; 4.5FTE
- Laboratory Technician; HSO Level G5; 1.5FTE
- Laboratory Attendant; HSO Level G1; 0.4FTE

Key Responsibilities
 Applies specialised practices and procedures in the manufacture of diverse cell and tissue based clinical products, including haemopoietic stem cells, in accordance with regulatory requirements.
 Contributes to the development of cell and tissue products and manufacturing processes.

Brief Summary of Duties (in order of importance)

1. Professional

- 1.1 Applies approved procedures and practices in the manufacture of cell and tissue based clinical products, including haemopoietic stem cells, for therapeutic transplantation or application, in compliance with regulatory standards.
- 1.2 Assesses requirements for the manufacture of individual haemopoietic products.
- 1.3 Assesses and documents clinical products throughout manufacture.
- 1.4 Collates manufacturing data and prepares product reports.
- 1.5 Consults with internal and external medical and scientific clients.
- 1.6 Prepares statistical data & technical reports as required.
- 1.7 Conducts QA checks and validation of specialised equipment, material and processes.
- 1.8 Participates in the development and establishment systems relevant to manufacturing.
- 1.9 Participates in regular audits & validation of processes.
- 1.10 Participates in process and equipment development activities.
- 1.11 Participates in and contributes to staff educational activities.
- 1.12 Undertakes continuing professional development to maintain professional standards and technical skills.
- 1.13 Supervises laboratory staff as required.

2. EMHS Governance, Safety and Quality Requirements

- 2.1 Participates in the maintenance of a safe work environment.
- 2.2 Participates in an annual performance development review.
- 2.3 Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 2.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 2.5 Performs duties in accordance with Government, WA Health, East Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 2.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

3. Undertakes other duties as directed

Work Related Requirements

Essential Selection Criteria

1. Tertiary qualifications in medical science and eligibility for membership of appropriate professional body.
2. Demonstrated knowledge of Good Manufacturing Practice.
3. Demonstrated knowledge in the processing of haemopoietic stem cell grafts and haemopoietic stem cell transplantation.
4. Demonstrated ability to evaluate and establish processing protocols.
5. Demonstrated good interpersonal and written and verbal communication skills.
6. Demonstrated ability to work cooperatively and effectively in a multi-disciplinary team environment.

Desirable Selection Criteria

1. Experience of Good Manufacturing Practice and clean room operation.
2. Experience in the processing of haemopoietic stem cell grafts.
3. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- Evidence of eligibility for or current professional membership of the relevant professional body must be provided prior to commencement.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Dr Marian Sturm		HE14013	
Manager / Supervisor Name	Signature or	HE Number	Date
Dept. / Division Head Name	Signature or	HE Number	Date

As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Occupant Name	Signature or	HE Number	Date
Effective Date			

HSS Registration Details (to be completed by HSS)

Created on	January 2018	Last Updated on	11/04/18
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