

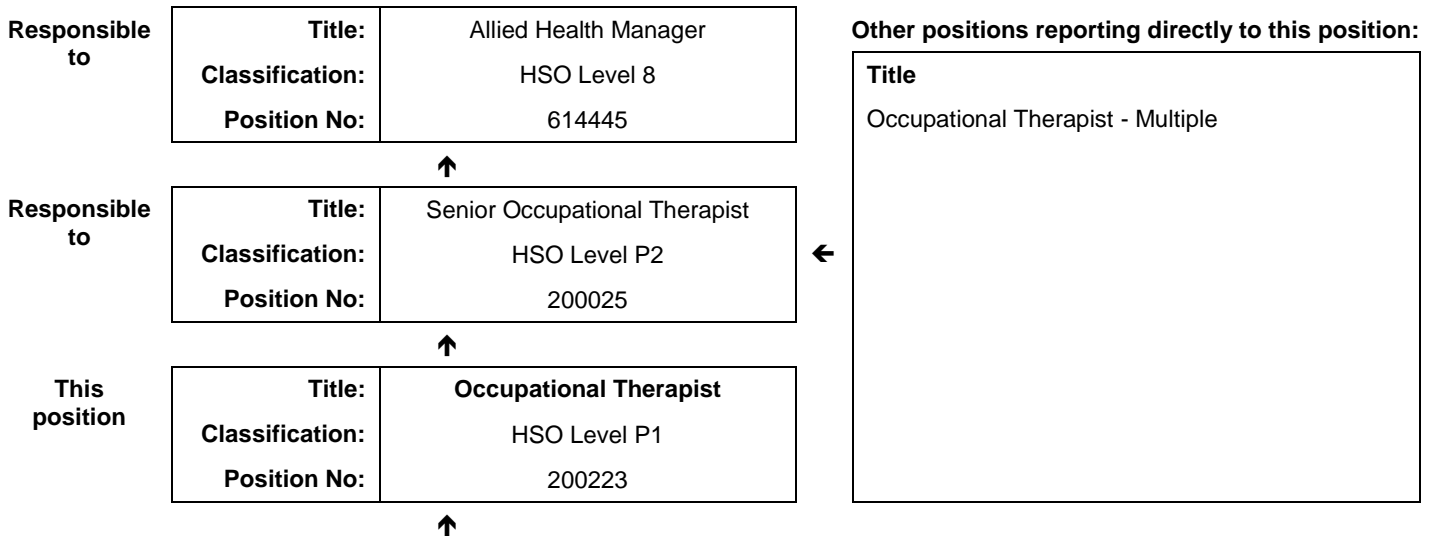


JOB DESCRIPTION FORM

Section 1 - POSITION IDENTIFICATION

		Position No:	200223
Division:	Kimberley	Title:	Occupational Therapist
Branch:	Derby and Fitzroy Valley	Classification:	HSO Level P1
Section:	Allied Health	Award/Agreement:	Health Salaried Officers Agreement

Section 2 - POSITION RELATIONSHIPS



Positions under direct supervision:	← Other positions under control:								
<table border="1" style="width: 100%;"> <tr> <th style="width: 30%;">Position No</th> <th style="width: 70%;">Title</th> </tr> <tr> <td> </td> <td> </td> </tr> </table>	Position No	Title			<table border="1" style="width: 100%;"> <tr> <th style="width: 70%;">Category</th> <th style="width: 30%;">Number</th> </tr> <tr> <td> </td> <td> </td> </tr> </table>	Category	Number		
Position No	Title								
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Section 3 - KEY RESPONSIBILITIES

In conjunction with the Senior Occupational Therapist plans, implements and evaluates timely and culturally appropriate Occupational Therapy services to clients, families and the communities of the Derby and Fitzroy Valley region.

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The WA Country Health Service (WACHS) is the largest country health system in Australia and one of the biggest in the world, providing health services to over half a million people, including over 50,000 Aboriginal people, over a vast two and a half million square kilometres area.

WA Country Health Service hospitals handle almost as many births as the State’s major maternity hospital – and 40% of the State’s emergency presentations. The range of health services provided include acute inpatient and emergency care, population and public health, mental health, Aboriginal health, aged care and includes increasing number of services provided by telehealth video-conferencing.

Our dedicated and committed staff work hard to fulfil our vision of Healthier country communities through partnerships and innovation, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

OUR PURPOSE – What we are here to do

WACHS improves country people’s health and well-being through access to quality services and by supporting people to look after their own health.

OUR STRATEGIC DIRECTIONS TO 2018

1. Improving the experience of health care.
2. Valuing consumers, staff and partnerships.
3. Governance, performance and sustainable services.

OUR GUIDING PRINCIPLES

- Consumers first in all we do.
- Safe, high quality services and information at all times.
- Care closer to home where safe and viable.
- Evidence based services.
- Partnerships and collaboration.

OUR VALUES

Community – making a difference through teamwork, cooperation, a ‘can do’ attitude and country hospitality.

Compassion – listening and caring with empathy, respect, courtesy and kindness.

Quality – creating a quality health care experience for every consumer, continual improvement, innovation and learning.

Integrity – accountability, honesty and professional, ethical conduct in all that we do.

Justice – valuing diversity, achieving health equality, cultural respect and a fair share for all.

WA Country Health Service

25 March 2019

REGISTERED

TITLE	Occupational Therapist	POSITION NO	200223
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Section 4 - STATEMENT OF DUTIES

Duty No	Details	Freq	%
1	CLINICAL		80
1.1	Is responsible for a designated clinical caseload that includes hospital inpatients, outpatients and clients in remote communities, as directed by the Senior Occupational Therapist.		
1.2	Plans, implements and evaluates Occupational Therapy programmes within the region applying primary health care principles, evidence based and clinical practice standards.		
1.3	Provides Child Development Services within Derby and the Fitzroy Valley as directed by the Senior Occupational Therapist.		
1.4	Participates in multidisciplinary team meetings and liaises with other professional staff and community agencies in coordination of clients / programs.		
1.5	Liaises with other professional staff and community agencies to coordinate client care as appropriate.		
1.6	Participates in community projects and education programmes with relevant organisations.		
1.7	Acts as a consultant to staff and other service providers as required.		
2	PROFESSIONAL		15
2.1	Supervises Allied Health Assistants, Occupational Therapy students, work experience students and volunteers as appropriate.		
2.2	Assists in the planning of service delivery including budgetary and resource requirements.		
2.3	Actively reflects on Occupational Therapy practices and services to enhance evidence based practice and to inform primary health care service development		
2.4	Contributes to the evaluation the effectiveness of treatment and service delivery through regular quality assurance activities.		
2.5	Attends staff meetings and participates in staff in-services as required.		
2.6	Participates in relevant peer and professional practice review including identification of ongoing professional development needs with the Senior Occupational Therapist.		
2.7	Promotes Occupational Therapy services and the profession to clients, within WACHS Kimberley and to the wider community.		
3	ADMINISTRATION		
3.1	Maintains data entry and clinical information in accordance with organisational and professional requirements.		
3.2	Updates departmental resources, policies, systems and equipment as required.		
3.3	Reports verbally and in writing to other team members and agencies as required.		
4	OTHER		5
4.1	Provides services and utilises resources in accordance with staff and client safety, cost and environmental considerations and consistent with guidelines and best practice.		
4.2	Other duties as directed by line manager or their delegate.		

The occupant of this position will be expected to comply with and demonstrate a positive commitment to the highest achievement level in Equal Employment Opportunity, Occupational Safety & Health, Public Sector Standards, Code of Conduct, Code of Ethics, Quality Improvement, Performance Management, Customer Focus, Disability Services Act and Confidentiality throughout the course of their duties.

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Section 5 - SELECTION CRITERIA

ESSENTIAL:

1. Tertiary qualification in Occupational Therapy and eligible for registration by the Occupational Therapists Registration Board of Australia.
2. Demonstrated knowledge and experience of Occupational Therapy assessments and interventions for a generalist caseload including primary health care, outpatient, and acute settings, across the lifespan.
3. Demonstrated understanding of cultural factors and social determinants particularly relating to Aboriginal health.
4. Proven effective time management, caseload management and organisational skills.
5. Proven effective interpersonal and verbal and written communication skills and ability to work as a member of a multidisciplinary team.
6. Ability to plan, develop and evaluate Occupational Therapy programmes.
7. Current C Class drivers Licence and an ability and willingness to travel including overnight stays away from home.

DESIRABLE:

1. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.
2. Experience working in a rural and/or remote setting.
3. Commitment to professional development and quality improvement.

Section 6 - APPOINTMENT FACTORS

Location	Derby	Accommodation	As per WACHS Kimberley policy
Appointment/ Allowances Conditions	<p>Appointment is subject to:</p> <ul style="list-style-type: none"> • Evidence of current registration by the Occupational Therapy Board of Australia must be provided prior to commencement • This position is subject to a successful Criminal Record Screening and a Working with Children Check • Completion of a 100 point identification check • Successful Pre-Placement Health Screening clearance • Evidence of current C Class driver's Licence <p>Allowances include:</p> <ul style="list-style-type: none"> • District Allowance as applicable • Annual Leave Travel Concession as applicable • Air-conditioning Subsidy as applicable • Additional week Northwest Leave 		
Specialised equipment operated			

Section 7 - CERTIFICATION

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

Signature and Date: ____/____/____

**Director
Kimberley Population Health Unit**

Signature and Date: ____/____/____

**Regional Director
WACHS Kimberley**

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

Name	Signature	Date Appointed	Date Signed

WA Country Health Service

25 March 2019

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