



HSS Registered January 2017

# CONSULTANT – PHYSICIAN – ENDOCRINOLOGY

MEDICAL PRACTITIONERS (METROPOLITAN HEALTH SERVICES) AGREEMENT

Position Number: 001990

DEPARTMENT OF ENDOCRINOLOGY AND DIABETES

MEDICAL SPECIALTIES DIVISION

## Reporting Relationships

Medical Co-Director, Medical Specialties



Head of Department



**This Position**



Also reporting to this supervisor:

- 

Directly reporting to this position:

**Title**

**Classification**

**FTE**

Other positions under control

- 

**Prime Function / Key Responsibilities:** Leads the multidisciplinary team to provide specialist medical services to patients. Promotes patient safety and quality of care. Provides leadership, orientation, training, supervision and education, where relevant, for doctors in training, Health Service Medical Practitioners and other health workers. In collaboration with the Head of Department and other Consultants works to achieve national, state and NMHS performance standards and targets. Works within the scope of clinical practice as defined and recommended by the Sir Charles Gairdner Hospital Medical Credentialing and Scope of Clinical Practice Committee.

# Consultant – Physician - Endocrinology | Position Number: 001990

## Brief Summary of Duties (in order of importance)

The Hospital Executive Director holds each consultant responsible for the care of all patients assigned to them, understanding that after hours, the responsible consultant is the consultant on duty/on-call unless the patient has recently undergone a procedure.

Each consultant is responsible for the orientation, education and supervision of the junior medical staff allocated to them. Supervision is especially important during procedures.

### 1. Specific Duties Relevant to Specialty

- 1.1 Manage endocrine disorders
- 1.2 Manage diabetes
- 1.3 Manage metabolic bone disease

### 2. Clinical

- 2.1 Leads the provision of specialist patient centred medical care to patients and provides a consultation service on request for other patients.
- 2.2 Undertakes clinical shifts at the direction of the Head of Department.
- 2.3 Consults, liaises and support patients, carers, colleagues, nursing, allied health, support staff, external agencies and the private sector to provide coordinated multidisciplinary care.
- 2.4 Responsible for ensuring patients are involved in decision making regarding their care.
- 2.5 Clinically reviews or assesses patients on the day of admission, or earlier if required when on-call or admitted under their care.
- 2.6 Conducts regular clinical review of patients at appropriate intervals with doctors in training ensuring that the medical record (including discharge summaries) is accurately updated after review of each patient.
- 2.7 Reviews patients at the request of hospital staff, the patient or their family on the same day of the request.
- 2.8 Facilitates timely discharge of patients by actively addressing any delays in patient admission, treatment or discharge, including through regular participation in multidisciplinary team meetings.
- 2.9 Authorises and supports registrar/s in conducting clinical review of all inpatients daily and to facilitate appropriate discharges before 10:00 and is available for discussion by phone to assist registrars when necessary.
- 2.10 Actively and openly manages clinical incidents through open disclosure.
- 2.11 Provides preliminary advice to doctors both internal and external to NMHS and refers requests for interhospital transfers to the bed manager/operations centre advising if transfer is time critical.
- 2.12 Responsible for the clinical review and clinical management of patients referred to Outpatient services.
- 2.13 Works with the Head of Department and other consultants to distribute planned and unplanned patient demand across the specialty and other hospital sites and champions clinical service redesign to improve systems of care.
- 2.14 Completes clinical documentation and undertakes other administrative/management tasks as required.
- 2.15 Participates in departmental and other meetings as required to meet organisational and service objectives.
- 2.16 Complies with Medical Staff Guidelines issued by some hospitals.

**3. Education/ Training/ Research**

- 3.1 Engages in continuing professional development/education and ensures continuous eligibility for the relevant specialist medical registration as per essential criterion 1.
- 3.2 Educates doctors in training, medical students and other members of the multidisciplinary team through ward rounds, formal presentations, tutorials and other modalities.
- 3.3 Develops and participates in evidence based clinical research activities relevant to speciality.
- 3.4 Participates in mandatory training activities to ensure compliance with North Metropolitan Health Service policy.
- 3.5 Completes an annual professional development review of their performance with the Head of Department/Head of Specialty.

**4. NMHS Governance, Safety and Quality Requirements**

- 4.1 Participates in the maintenance of a safe work environment. Ensures, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision. Participates in an annual performance development review. Participates in an annual performance development review and undertakes performance development review of staff under their supervision.
- 4.2 Supports the delivery of safe patient care and the consumers' experience including identifying, facilitating and participating in continuous safety and quality improvement activities, and ensuring services and practices align with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 4.3 Completes mandatory training (including safety and quality training) as relevant to role.
- 4.4 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 4.5 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

**5. Undertakes other duties as directed.**

## **Work Related Requirements**

### **Essential Selection Criteria**

1. Eligible for registration by the Medical Board of Australia.
2. Fellowship of the Royal Australasian College of Physicians or equivalent.
3. Demonstrated extensive knowledge, clinical experience and skills in the practice of area of Endocrinology and Diabetes including in associated diagnostic and therapeutic procedures.
4. Demonstrated high level skills in all aspects of the relevant college competency framework.
5. Demonstrated experience and commitment to clinical teaching and clinical research.
6. Demonstrated knowledge and application of quality improvement principles and practices.
7. Demonstrated ability to provide leadership, facilitate effective multidisciplinary teamwork and provide patient centric care.
8. Demonstrated high level communication, interpersonal, negotiation and conflict resolution skills.
9. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

### **Desirable Selection Criteria**

1. Post final fellowship subspecialty, education, research or quality improvement training or qualifications.
2. Knowledge of current clinical governance systems.
3. Demonstrated experience in a high acuity, complex hospital environment.
4. Demonstrated interest and experience in type 1 diabetes in adolescents/young adults and multidisciplinary management of thyroid cancer and other endocrine neoplasia.
5. Demonstrated track record in research and completion of a higher degree such as PhD.

### **Appointment Prerequisites**

Appointment is subject to:

- Evidence of registration by the Medical Board of Australia must be provided prior to commencement.
- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- 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.

### **Manager/Supervisor**

Name:  
Signature/HE:  
Date:

### **Dept./Division Head**

Name:  
Signature:  
Date:

### **Position Occupant**

Name:  
Signature:  
Date: