



HSS REGISTERED

Aboriginal Health Liaison Officer

Health Salaried Officers Agreement: Level G5

Position Number: 105582

Social Work Department

Royal Perth Hospital / East Metropolitan Health Service

Reporting Relationships

Chief Social Worker
HSU Level P6
Position Number: 104642



Manager, Social Work
HSU Level P3
Position Number: 104691



This Position



Directly reporting to this position:

Title	Classification	FTE



Also reporting to this supervisor:

- Social Worker HSU P2 x 4.8FTE
- Social Worker HSU P1 x 2.0 FTE
- Aboriginal Health Liaison Co-ordinator HSU G7 x 1.0FTE
- Aboriginal Health Liaison Officer HSU G5 x 1.0 FTE

Key Responsibilities

Provides cultural liaison and practical support to Aboriginal patients, their families and health professionals across Royal Perth Hospital. Assists with the development, planning and implementation of culturally appropriate health care to Aboriginal patients. Provides cultural consultancy and education to Royal Perth Hospital staff.

Brief Summary of Duties (in order of importance)

1. Clinical

- 1.1. Works as part of a multidisciplinary team to provide high quality health care and improved clinical outcomes to Aboriginal patients and their carers and family network.
- 1.2. Acts as a cultural advocate for patients and carers.
- 1.3. Participates in planning for effective and timely discharge from the hospital.
- 1.4. Assists patients and their carers in referral and handover to culturally appropriate community agencies.
- 1.5. Participate and contribute to relevant multidisciplinary team meetings.

2. Community Liaison/Consultation

- 2.1. Identifies Aboriginal health needs and participates in the development and review of Aboriginal health programs within the hospital.
- 2.2. Provides representation on professional and health working parties and committees as required.
- 2.3. Facilitates the education of health professionals on Aboriginal cultural issues relating to health care.
- 2.4. Promotes engagement between staff, patients and the community and acts as a resource on issues relating to Aboriginal health.

3. Professional

- 3.1. Undertake activities to develop and maintain professional skills at an advanced level.
- 3.2. Facilitates education and provides cross cultural education for Royal Perth Hospital staff as required.
- 3.3. Contributes to the development of policy and procedures and acts as a consultant on matters relating to Aboriginal health at Royal Perth Hospital when required.

4. Records Management

- 4.1. Maintains appropriate, legible records and ensures security and confidentiality of client information.
- 4.2. Accurately records, collates and reports workload statistics.

5. EMHS Governance, Safety and Quality Requirements

- 5.1 Participates in the maintenance of a safe work environment.
- 5.2 Participates in an annual performance development review.
- 5.3 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.
- 5.4 Completes mandatory training (including safety and quality training) as relevant to role
- 5.5 Performs duties in accordance with Government, WA Health, East Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 5.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

6. Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

1. Under section 50D of the Equal Opportunities Act of 1984 the applicant must be recognised as a member of the Aboriginal or Torres Strait Islander community.
2. Advanced certificate in Aboriginal Health Work (or equivalent experience) through an accredited education provider.
3. Knowledge and understanding of Aboriginal family structure, Aboriginal culture and customs and its impacts on health outcomes in Aboriginal communities.
4. Demonstrated effective communication and interpersonal skills including the ability to develop collaborative partnerships.
5. Demonstrated ability to effectively and efficiently plan and organise own workload.
6. Demonstrated ability to work independently and as a member of a multidisciplinary team.

Desirable Selection Criteria

1. Previous experience in health care or community setting.
2. Ability to analyse and resolve complex issues.
3. Demonstrated computer literacy.
4. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- 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 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	20/02/2017	Last Updated on	He74118 February 2017
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