



Job Description Form

HSS REGISTERED

Vocationally Registered General Practitioner

Medical Practitioners Agreement: MP Year 1- 5

Position Number: 00006022

Mother Baby Unit

Women and Newborn Health Service

Reporting Relationships

Medical Co-Director
 Consultant Year 1-9
 Position Number: 00007260



Head of Mother Baby Unit
 Consultant Year 1-9
 Position Number: 00007644



This Position



← Also reporting to this supervisor:

Title	Classification	FTE
Consultant Psychiatry	AMA Year 1-9	1.0

Directly reporting to this position:

Title	Classification	FTE

Other positions under control

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Prime Function / Key Responsibilities

- As part of a multidisciplinary team authorised to perform duties with clinical supervision provided by a consultant/specialist.
- Promotes patient quality and safety and provides high quality, clinical services to WNHS patients, in keeping with best practice standards.
- Works within the scope of clinical practice as defined by the Health Service Credentialing Committee.

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Brief Summary of Duties (in order of importance)

1. Clinical

- Responds to psychiatric problems presented by patients and their infants admitted to the mother baby unit through history taking, diagnosis, investigation, treatment and referral as appropriate.
- Conducts an assessment and determines appropriate management of common physical health problems of patients and their infants admitted to the KEMH Mother Baby Unit. Refers to specialist and allied health practitioners both internally and externally as required
- Prescribes for patients and their infants admitted to the KEMH Mother Baby Unit as appropriate and orders diagnostic tests as required.
- Accepts appropriate referrals from doctors external and internal to WNHS.
- Undertakes clinical shifts in the Department of Psychiatry at the direction of the Head of Service including participation on the on-call/after-hours/weekend roster.
- Ensures clinical safety in all practices in all aspects of clinical care
- Conducts regular clinical review and clinical management of in-patients at appropriate intervals with a focus on delivery of safe and quality patient care.
- Undertakes discharge planning (including discharge summaries) after liaison with members of the multidisciplinary team on the KEMH Mother Baby Unit
- Ensures that the medical record is accurately up dated and is of appropriate medico-legal standard after review of each patient.
- Supports and liaises with patients, carers, colleagues, nursing, allied health, support staff, external agencies, general practitioners and the private sector to provide coordinated multidisciplinary care.
- Provides medical reports and undertakes other administrative/management tasks as required.
- Participates in departmental and other meetings as required to meet organisational and service objectives,
- Participates in relevant clinical governance activities including regular clinical reviews, clinical audits, Root Cause Analysis (RCA) and morbidity/mortality reviews as required.
- Attends to medico legal issues that arise concerning patients that have been under their care and advises the Head of Department about complaints they receive pertaining to themselves or other doctors at the KEMH Mother Baby Unit

2. Education/Training/Research

- Engages in continuing professional development/education and ensures continuous eligibility for relevant medical board registration.
- Participates in regular peer review and case review meetings.
- Develops and participates in clinical research activities relevant to speciality.
- Participates in Medical Student and junior medical staff teaching as required.

3. NMHS Governance, Safety and Quality Requirements

- Ensures, as far as practicable, the provision of a safe working environment
- Participates in an annual performance development review.
- Assists junior medical staff in the assessment of patients, development of care plans, implementation and evaluation of medical care. 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.
- Completes mandatory training (including safety and quality training) as relevant to role.
- Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.

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- Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

4. Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

- Eligible for registration by the Medical Board of Australia.
- Demonstrated knowledge and clinical experience in area of perinatal and infant mental health.
- Demonstrated knowledge and clinical experience in the areas of medical, obstetric and paediatric problems presenting in the perinatal period.
- Demonstrated clinical experience in psychiatry of at least 6 months duration
- Eligibility for General Practice Vocational Registration and Fellowship
- Demonstrated commitment to clinical research.
- Demonstrated ability to practice with family centred care
- Ability to manage and to work in a collegial and collaborative relationship with a multidisciplinary team comprising of medical, nursing, allied health professional and administrative staff.
- Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.
- Working knowledge of relevant legislation (e.g. Mental Health Act, Criminal Investigations Act).

Desirable Selection Criteria

- Post final fellowship subspecialty or academic training or qualifications or equivalent.
- Perinatal or Infant mental health professional development participation

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/HE:
Date:

Position Occupant

Name:
Signature/HE:
Date: