



## HSS REGISTERED

# Consultant – Paediatric – General Medicine

## Medical Practitioners Agreement; Year 1 – 9

Position Number: 110915

Paediatrics Department / Surgical and Specialist Care Division  
Rockingham Peel Group / South Metropolitan Health Service

### Reporting Relationships

Medical Co-Director  
Surgery and Specialist Care Division  
Consultant; Year 1 – 9



Head of Department – Paediatrics  
Consultant; Year 1 – 9



**This Position**



Directly reporting to this position:

**Title**

**Classification**

Also reporting to this Supervisor:

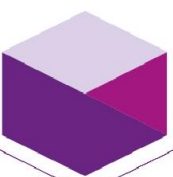
- Consultants, Year 1 – 9
- Resident Medical Officers, Year 1 – 3

### Key Responsibilities

Leads the multidisciplinary team to provide specialist paediatric services to patients. Promotes patient safety and quality of care. Provides leadership, orientation, training, supervision and education, where relevant, for Doctors in Training (DiT's), health service medical practitioners and other health workers.

In collaboration with the Head of Department and other Consultants, works to achieve national, state and South Metropolitan Health Service (SMHS) performance standards and targets.

Works within the scope of clinical practice as defined and recommended by the SMHS Area Medical Credentialing Committee (AMCC).



*Excellent health care, every time*

Care ■ Integrity ■ Respect ■ Excellence ■ Teamwork

## Brief Summary of Duties/Scope of Practice

- 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 any medical staff allocated to them. Supervision is especially important during procedures.

### 1. Clinical

- 1.1 Leads the provision of specialist consumer centred medical care to patients and provides a consultative service on request for other patients.
- 1.2 Undertakes clinical shifts at the direction of the Head of Department including participation in the on-call/after-hours/weekend rosters.
- 1.3 Consults, liaises and support patients, carers, colleagues, nursing, allied health, support staff, external agencies and the private sector to provide coordinated multidisciplinary care.
- 1.4 Responsible for ensuring patients are involved in decision making, regarding their care.
- 1.5 Reviews patients who deteriorate or whose condition is causing concern to hospital staff, or if requested by the patient or relatives as soon as possible.
- 1.6 Conducts regular clinical reviews of patients at appropriate intervals with DiT's and coordinates patient care with a focus on actively addressing unnecessary delays in patient admissions, treatment or discharge.
- 1.7 Supervises and supports DiT's in conducting clinical review(s) of all inpatients daily and facilitates appropriate discharges before 10:00 and is generally available for discussion by phone to assist DiT's as necessary.
- 1.8 Facilitates the timely discharge of patients by actively addressing any delays in patient admission, treatment or discharge, including through regular participation in multidisciplinary team meetings.
- 1.9 Actively and openly manages clinical incidents through open disclosure.
- 1.10 Provides preliminary advice to doctors both internal and external to SMHS and refers requests for inter-hospital transfers to the appropriate governance manager/operations centre advising if transfer is time critical.
- 1.11 Responsible for the clinical review and clinical management of patients referred to the outpatient services.
- 1.12 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.
- 1.13 Ensures clinical documentation, including discharge summaries are completed and undertakes other administrative/management tasks as required.
- 1.14 Participates in departmental (and other) meetings as required to meet organisational and service objectives.
- 1.15 Works within the scope of clinical practice as approved by the SMHS Area Medical Credentialing Committee (AMCC).
- 1.16 Champions the CanMEDS values and complies with appropriate guidelines for medical staff.

### 2. Education/Training/Research

- 2.1 Engages in continuing professional development/education and ensures continuous eligibility for the relevant specialist medical registration and credentialing requirements.
- 2.2 Educates DiT's, medical students and other members of the multidisciplinary teams through ward rounds, formal presentations, tutorials and other modalities.
- 2.3 Develops and participates in evidence based clinical research activities relevant to speciality.

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- 2.4 Participates in mandatory training activities to ensure compliance with WA Health, SMHS and departmental specific policies, procedures and best practice.
- 3. SMHS Governance, Safety and Quality Requirements**
- 3.1 Fulfils National Safety and Quality Health Services Standards requirements including but not limited to:
- Participating in continuous safety and quality improvement actions, such as audits, reviews and drills that result in improvements to patient care, staff knowledge or the consumers experience and that align with actions described within the standard.
  - Participating with the development, implementation, reporting and monitoring of quality assurance measures and activities.
  - Ensuring records and statistics are kept in accordance with established procedures.
- 3.2 Participates in an annual Performance Development Review (PDR) process with the Head of Department and undertakes the PDR process with staff under their supervision.
- 3.3 Initiates, implements and participates in audit, quality improvement and research activities in consultation with the Head of Department to systematically evaluate service delivery and meet customer needs.
- 3.4 Participates in relevant clinical governance committees including regular clinical reviews, Root Cause Analysis (RCA) and morbidity/mortality reviews as required and implements endorsed recommendations.
- 3.5 Attends to medico-legal issues concerning patients that are, or have been under their care and advises the Head of Department regarding any complaints received pertaining to themselves or other doctors.
- 3.6 Responsible for ensuring, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
- 3.7 Performs duties in accordance with the relevant Industrial Agreement, Government, WA Health, SMHS and Departmental/Program specific policies and procedures including relevant Occupational Safety and Health legislation, Equal Opportunity legislation and WA Health Code of Conduct requirements.
- 4. Undertakes other duties as directed**

**Work Related Requirements**

**Essential Selection Criteria**

1. Eligible for registration with the Medical Board of Australia and Fellowship of the Royal Australasian College of Physicians (Paediatrics).
2. Demonstrated extensive knowledge, clinical experience and leadership in the practice area of paediatrics including in associated diagnostic and therapeutic procedures.
3. Demonstrated high level skills in all aspects of the CanMEDS competency framework.
4. Demonstrated experience in clinical teaching, audit and clinical research.
5. Demonstrated knowledge and application of quality improvement principles and practices.
6. Demonstrated ability to provide leadership, facilitate effective multidisciplinary teamwork and provide patient centric care.
7. Demonstrated high level communication, interpersonal, negotiation and conflict resolution skills.
8. 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 sub specialty, education, research or quality improvement training or qualifications.
2. Knowledge of current clinical governance systems.

**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 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**

<b>The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.</b>				
<b>Manager / Supervisor Name</b>	<b>Signature</b>	<b>or</b>	<b>HE Number</b>	<b>Date</b>
.....	.....		.....	.....
<b>Dept. / Division Head Name</b>	<b>Signature</b>	<b>or</b>	<b>HE Number</b>	<b>Date</b>
.....	.....		.....	.....
<b>As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.</b>				
<b>Occupant Name</b>	<b>Signature</b>	<b>or</b>	<b>HE Number</b>	<b>Date</b>
<b>Effective Date</b>	.....		.....	.....
<b>HSS Registration Details</b>				
<b>Created on</b>	<b>Last Updated on</b>	20/04/2018		
.....	.....			