



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

Goldfields		Position No:	614289
Division:	Kalgoorlie Health Campus	Title:	Consultant – Paediatrician - General
Branch:	Medical Services	Classification:	MP Consultant Year 1 - 9
Section:	Paediatrics	Award/Agreement	Medical Practitioners Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title:	Regional Director
	Classification:	HSO Class 2
	Position No:	601000



Responsible To	Title:	Director Medical Services
	Classification:	MP Medical Administrator Year 1 - 9
	Position No:	601248



This position	Title:	Consultant – Paediatrician - General
	Classification:	MP Consultant Year 1 - 9
	Position No:	614289



OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

<u>Title</u>
601116 – Executive Assistant
601525 – Consultant Physician – General Medical
601595 – Consultant Obstetrician & Gynaecologist
608066 – Obstetrics & Gynaecology (Sessional)
601558 – Consultant Surgeon – General Surgery
601592 – Senior Medical Officer
601921 – Health Service Medical Practitioner
613275 – Regional Clinical Risk Coordinator
613276 – Clinical Practice Improvement Coordinator
613306 – Consultant Anaesthetist

Positions under direct supervision:	← Other positions under control:
Position No. Title	Category Number
Paediatric Resident	

Section 3 – KEY RESPONSIBILITIES

Provides a high standard of medical care to Paediatric and neonatal patients in Kalgoorlie Health Campus. Provides administrative leadership in combination with the clinical nurse specialist of Paediatrics. Takes responsibility for policy development and review and provides training, supervision and education for registrars and resident medical officers.

**WA Country Health Service –
GOLDFIELDS**

24 April 2018

**REGISTERED
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		CLASSIFICATION	MP Consultant Year 1 - 9



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 health the experience of 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

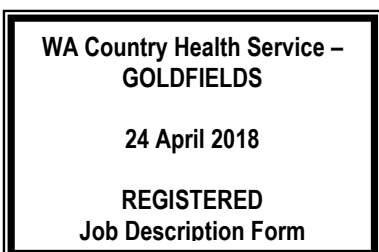
Community – making a difference through teamwork, cooperation, a 'can do' attitude and country hospitality.

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.

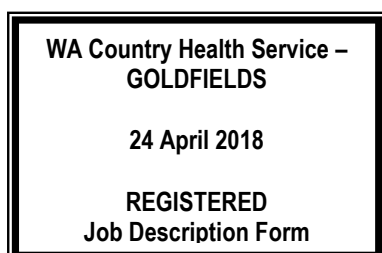
Justice – valuing diversity, achieving health equality, cultural respect and a fair share for all.



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Section 4 – STATEMENT OF DUTIES

Duty No.	Details	Freq.	%
1.0	CLINICAL LEADERSHIP		
1.1	Responsible for specialist clinical care of Paediatric patients attending Kalgoorlie Health Campus and in the community. Manages paediatric and neonatal conditions according to acceptable clinical standards. Collaborates with Paediatric ward Clinical Nurse Specialist and Nursing staff to facilitate patient management. Liaises with patients, family, community services and other representatives as required to facilitate patient management.		
1.2	Supervises, mentors and educates trainee medical staff and hospital service medical practitioners who are providing clinical care to Paediatric and neonatal patients.		
1.3	Liaises with other senior medical staff in Kalgoorlie and elsewhere, with allied health staff and with hospital managers to facilitate a high standard of patient care. Negotiates with patient transport providers such as the Royal Flying Doctor Service and St John Ambulance to facilitate transfer of patients for tertiary care.		
1.4	Promotes clinical governance and clinical risk management within the Paediatric Department.		
1.5	Maintains and updates professional knowledge. Participates in research where appropriate. Trains and supervises medical students as appropriate.		
2.0	ADMINISTRATIVE LEADERSHIP		
2.1	In collaboration with the Paediatric Clinical Nurse Specialist, actively participates in the management of the Paediatric Department including equipment choice, staffing proposals and workplace redesign. Undertakes performance management of subordinate staff.		
2.2	Participates in clinical policy development and review.		
2.3	Participates in data collection, clinical audit and other Quality Assurance Program activities.		
2.4	Participates in relevant hospital, regional and state committees as required.		
2.5	Prepares medical reports and ensures timely and accurate completion of discharge summaries.		
2.6	Undertakes strategic planning in conjunction with hospital and regional management.		
3.0	OTHER		
3.1	Undertakes other duties as directed by the Operations Manager or the Director Medical Services.		
	The occupant of this position will be expected to comply with and demonstrate a positive commitment to the WACHS values and the highest achievement in demonstrating positive commitment to 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. Eligible for registration by the Medical Board of Australia.
2. Fellowship of the Royal Australasian College of Physicians (Paediatrics and Child Health Division) or equivalent.
3. Demonstrated experience in General Paediatric medicine at a senior level.
4. Demonstrated experience in Neonatal resuscitation and neonatology at a senior level.
5. Demonstrated contemporary knowledge of professional issues and trends in Paediatric medicine.
6. Sound understanding of remote area health service provision.
7. Highly developed communication, interpersonal, negotiation and conflict resolution skills.
8. Demonstrated commitment to clinical governance within healthcare.
9. Current knowledge of legislative obligations for Equal Opportunity, Disability Services, Occupational Safety and Health, and how these impact on employment and service delivery.
10. Possession of a current WA C or C-A class driver's licence and the ability to travel within the region including overnight stays.

DESIRABLE

1. Significant experience in rural and remote Paediatric medicine.
2. Demonstrated understanding of issues within a cross cultural environment, particularly Aboriginal culture.

Section 6 – APPOINTMENT FACTORS

Location	Kalgoorlie	Accommodation	As determined by the WA Country Health Service policy
Allowances/ Appointment Conditions	Appointment is subject to: <ul style="list-style-type: none"> • Evidence of registration by the Medical Board of Australia must be provided prior to commencement • Evidence of fellowship with the Royal Australasian College of Physicians (Paediatrics and Child Health Division) or equivalent • Completion of a 100 point identification check • Successful Criminal Record Screening clearance and a Working with Children (WWC) check • Successful Pre- Placement Health Screening clearance • Completion of training for Mandatory Reporting of Child Sexual Abuse • Evidence of a current WA C or C-A class drivers licence • Participation in an On call roster Allowances: <ul style="list-style-type: none"> • District Allowance as applicable 		
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 Medical Services

Signature and Date: ____/____/____
Regional Director

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

<p>WA Country Health Service – GOLDFIELDS</p> <p>24 April 2018</p> <p>REGISTERED Job Description Form</p>
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