



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

GREAT SOUTHERN		Position No:	008020
Division:	Albany Health Campus	Title:	Consultant – Surgeon – General Surgery
Branch:	Medical Services	Classification:	MP Consultant Year 1-9
Section:		Award/Agreement	Medical Practitioners Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title:	Regional Director
	Classification:	HSO Class 2
	Position No:	008024

Responsible To	Title:	Director Medical Services
	Classification:	MP Medical Administrator Yr 1-9
	Position No:	608142

This position	Title:	Consultant – Surgeon – General Surgery
	Classification:	MP Consultant Year 1-9
	Position No:	008020

OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

<u>Title</u>
005044 Regional Chief Pharmacist HSO LP-4
008035 Cons Surgeon – Orthopaedic Surg MP Cons Yr 1-9
008082 Director Obstetrics & Gynaecology MP Cons Yr 1-9
613123 Medical Administration Coordinator HSO LG-5
613240 Regional Clinical Risk Coordinator HSO LG-7
613241 Clinical Practice Improvement Coord HSO LG-7
613242 Clinical Governance Support Officer HSO LG-4
613618 Consultant - Anaesthetist MP Cons Yr 1-9
613619 Director Clinical Training MP Cons Yr 1-9
614454 Cons Phys Gen Med MP Cons Yr 1-9
614466 Director Clinical Training MP Yr 1-3
614819 Director Emergency Medicine MP Cons Yr 1-9
615322 Cons Emergency Medicine Senior Medical Practitioners
Surgical/Medical/O&G/Psych/WAGPET Registrars
Surgical/Medical/Psych Interns
Regional resident and visiting medical practitioners

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

Section 3 – KEY RESPONSIBILITIES

Function as a general surgeon and clinical leader in the region. Participate in the direct care of patients, safety and quality related activities, teach and clinical system improvement.

WA Country Health Service – Great Southern

19 June 2018

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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.

WA Country Health Service –
Justice – valuing diversity
Great Southern

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		80
1.1	Provides general surgery inpatient and outpatient care in Albany Hospital and other sites in WACHS GS region in accordance with departmental needs and objectives including procedures and operations according to credentialing and scope of practice.	D	
1.2	Ensures patient medical records are kept according to health service protocols and professional standards.		
1.3	Ensures discharge summaries and medical reports on inpatients that have been under their care are prepared promptly.		
1.4	Participate in after hours on-call roster.		
1.5	Other clinical duties within scope of practice as directed by the HOD and Regional Medical Director.		
2.0	ADMINISTRATION AND MANAGEMENT		10
2.1	Participates in quality improvement programs and clinical governance activities applicable to general surgery.	R	
2.2	Participates in hospital, regional and state committees as required.		
2.3	Attends to medico legal issues that arise concerning patients that have been under their care and advises the Director of Surgery about complaints received pertaining to themselves or other doctors in the hospital.		
2.4	Participates in clinical incident reviews as directed by the Regional Medical Director.		
2.5	Other administrative duties as directed by the HOD and Regional Medical Director.		
3.0	EDUCATION		5
3.1	Promotes the development of training in medicine in country health. This would entail the direct supervision of pre and post graduate trainees in surgery, as well as vocational training positions.	R	
3.2	Participates in Hospital Grand rounds and supports the Director of Clinical Training in delivery of teaching and training of medical staff.		
4.0	OTHER		5
4.1	Other duties consistent with their role as directed by the Regional Medical Director.	O	
	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 Surgeons or equivalent
3. Substantial general surgical experience relevant to a regional centre
4. Demonstrated commitment to continuing education, quality improvement and the effective management of risk
5. High level of communication and interpersonal skills
6. Demonstrated capacity to work effectively and to lead in a team environment
7. 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

1. Experience or qualifications in sub-specialty or procedural fields
2. Experience in regional/rural medicine
3. Experience working in a cross-cultural environment
4. Experience in post graduate and undergraduate teaching
5. Training in clinical risk management and patient safety

Section 6 – APPOINTMENT FACTORS

Location		Accommodation	
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 • Recognition as a Specialist Surgeon • Completion of a 100 point identification check • Successful Criminal Record Screening clearance and Working With Children (WWC) Check • Successful Pre- Placement Health Screening clearance • Mandatory Reporting of Sexual Abuse in Children 		
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: ____/____/____
Executive Services

Signature and Date: ____/____/____
Chief Executive Officer

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

**WA Country Health Service –
Great Southern**

19 June 2018

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