



HSS Registered

Senior Speech Pathologist

Health Salaried Officers Agreement: Level P2

Position Number: 602523

Speech Pathology / Clinical Services Division

Royal Perth Hospital / East Metropolitan Health Service

Reporting Relationships

Service 1 Co-Director
HSO Level: G14
Position Number: 602502



Head of Speech Pathology
HSO Level: P4
Position Number: 105126



This Position



Directly reporting to this position:

Title	Classification	FTE
• Speech Pathologist	HSO P1	2.3



Also reporting to this supervisor:

- Senior Speech Pathologist, P2, 4.4FTE
- Speech Pathologist, P1, 2.3FTE
- Administrative Assistant, G3, 1.0FTE
- Manager Speech Pathology BHS P3 1.0 FTE
- Senior Speech Pathologist BHS, P2, 1.0 FTE
- Speech Pathologist BHS P1, 1.5 FTE

Key Responsibilities

As part of a multidisciplinary team plans, implements and is responsible for Speech Pathology services in a clinical specialty. Advises staff/ community in relation to complex disorders. Develops and advises on policy and procedures in area of specialty.

Brief Summary of Duties

1. PROFESSIONAL (Clinical and Advisory)

- 1.1 Plans, co-ordinates and evaluates speech pathology services in assigned clinical areas.
- 1.2 Provides clinical speech pathology service to patients in assigned clinical specialties at an advanced level of practice.
- 1.3 Acts as an expert consultant to other professionals, carers and community agencies in relation to the management of patients in assigned clinical areas.
- 1.4 Represents Speech Pathology and participates as an active member of a multidisciplinary team in area of expertise.
- 1.5 Develops, maintains and disseminates resources and knowledge in area of clinical expertise.
- 1.6 Undertakes continued professional development to maintain professional standards and technical skills.

2. ADMINISTRATIVE

- 2.1. Co-ordinates caseload and advises on policy and procedures in area of specialty.
- 2.2. Reviews and maintains accurate client records and related demographic data.
- 2.3. Assists Head of Department with routine management tasks and development of departmental policies and procedures.

3. EDUCATIONAL

- 3.1. Co-ordinates and supervises students as required.
- 3.2. Initiates and organises and implements training programs in assigned areas.
- 3.3. Initiates and conducts research in area of specialty.

4. EMHS GOVERNANCE, SAFETY AND QUALITY REQUIREMENTS

- 4.1 Ensures, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision..
- 4.2 Participates in an annual performance development review and undertakes performance development review of staff under their supervision.
- 4.3 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
- 4.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 4.5 Performs duties in accordance with Government, WA Health, East Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 4.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

5. UNDERTAKES OTHER DUTIES AS DIRECTED

Work Related Requirements

Essential Selection Criteria

1. Tertiary Qualification in Speech Pathology and eligible for full membership of Speech Pathology Australia (SPA).
2. Specialist clinical skills and knowledge within areas of specialisation with individuals, groups, families and systems.
3. Effective communication skills and demonstrated ability to work constructively within a clinical service team.
4. Demonstrated ability to show initiative and apply effective organisational skills.
5. Knowledge of the application of research principles, evidence based practice and a proven commitment to Quality Management.
6. 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. Knowledge of current health industry issues.
2. Post-graduate education/qualifications in related clinical fields.
3. Tracheostomy, FEES and videofluoroscopy competency.

Appointment Prerequisites

Appointment is subject to:

- Evidence of eligibility for or current full membership of Speech Pathology Australia (SPA) 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 or	HE Number	Date
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Dept. / Division Head Name	Signature or	HE Number	Date
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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	Last Updated on	December 2018
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