

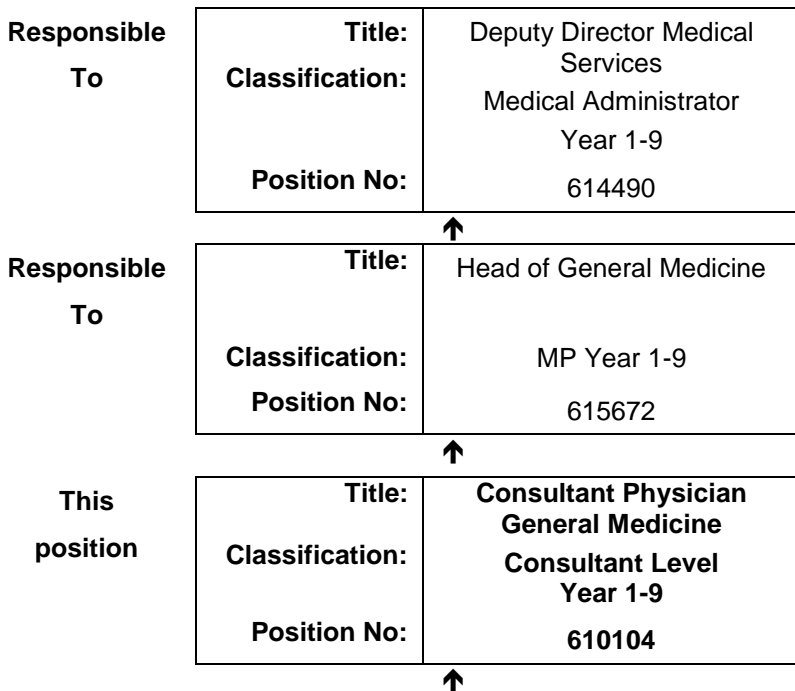


JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

| | | | |
|----------------------------------|-------------------|------------------------|--|
| WA Country Health Service | | Position No: | 610104 |
| Division: | South West | Title: | Consultant Physician General Medicine |
| Branch: | Bunbury Hospital | Classification: | Consultant Year 1-9 |
| Section: | Clinical Services | Award/Agreement | Medical Practitioners Agreement |

Section 2 – POSITION RELATIONSHIPS



OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

| |
|---|
| <p>Title</p> <ul style="list-style-type: none"> Consultants Registrars Junior doctors |
|---|

| | |
|---|--|
| Positions under direct supervision: Position No. Title Medical Registrars Resident Medical Officers – General Medicine Interns | ← Other positions under control: Category Number <div style="border: 2px solid blue; padding: 10px; text-align: center; margin-top: 10px;"> <p>WA Country Health Service South West</p> <p>07 January 2019</p> <p>REGISTERED</p> </div> |
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Section 3 – KEY RESPONSIBILITIES

Provision of General Physician services at Bunbury Hospital inclusive of direct clinical care of patients, supervision and teaching of junior medical staff and undertaking safety and quality initiatives.

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|-------|--|----------------|----------------------|
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| | | CLASSIFICATION | Consultant Level 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 approximately half a million people, including 45,000 Aboriginal people, over a vast two and a half million square kilometres area.

WA Country Health Service hospitals handle as many births as the State's major maternity hospital – and as many emergency presentations as Perth metropolitan hospitals combined. The range of health services provided cover population health, mental health, Aboriginal health and aged care.

Our dedicated and committed staff work hard to fulfil our purpose *Working together for a healthier country WA*, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

OUR PURPOSE

To improve, promote and protect the health of country Western Australians.

WHAT WE STAND FOR

Quality health services for all.

Improving the health of Aboriginal people and those most in need.

A fair share for country health.

Supporting our team – workforce excellence and stability.

OUR VALUES

Community – making a difference through teamwork, generosity and country hospitality.

Compassion – listening and caring with empathy and dignity.

Quality – creating a quality health care experience for every consumer.

Integrity – accountability, honesty and professional, ethical conduct in all that we do.

Justice – valuing diversity with a fair share for all.

**WA Country Health Service
South West**

07 January 2019

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Section 4 – STATEMENT OF DUTIES

| Duty No. | Details | Freq. | % |
|-----------------|---|--------------|----------|
| 1.0 | CLINICAL DUTIES | | |
| 1.1 | Provides a general medicine service. Service provision will be in accordance with departmental needs during normal working hours and as rostered for after hours and weekends. Service provision will encompass inpatient, outpatient and day care as determined and may vary from time to time depending on organisational needs, objectives, organisational KPIs (e.g. WEAT) | | |
| 1.2 | Commits to highest professional standards and ethics. | | |
| 1.3 | Demonstrates excellence in interpersonal skills when dealing with patients, colleagues, nursing, allied health and support staff. | | |
| 1.4 | Commits to a team-based approach to clinical care. | | |
| 1.5 | Participates in departmental and other meetings as required to meet organisational and service objectives. | | |
| 1.6 | Provides medical reports and other management tasks as appropriate. Ensures the ongoing application of Continuous Quality Improvement principles in systematically evaluating and meeting customer needs. | | |
| 1.7 | Responsible for ensuring that discharge summaries are accurately completed and on time. | | |
| 1.8 | Works with hospital management in enabling effective patient flow through the hospital | | |
| 2.0 | TEACHING | | |
| 2.1 | Supervises junior medical staff including assessment of staff performance in relation to clinical competence, adherence to departmental protocols, timely and accurate documentation, communication with patients, relatives, peers, other staff and doctors in other hospitals and the community. | | |
| 3.0 | RESEARCH AND DEVELOPMENT | | |
| 3.1 | Undertakes clinical research activities as appropriate. | | |
| 3.2 | Participates in professional continuing educational activities, regular performance review and has a commitment to maintain and update knowledge and skills. | | |
| 4.0 | OTHER DUTIES | | |
| 4.1 | Participates in performance management appraisals. | | |
| 4.2 | Ensures relevant occupational safety and health practices are implemented and maintained. | | |
| 4.3 | Other duties as directed by the Head of Department Medicine and/or Medical Administrator | | |
| | 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 with the Medical Board of Australia
2. Fellowship of the Royal Australian College of Physicians (RACP) or equivalent at the date of commencing duties.
3. Demonstrated extensive experience in general medicine relevant in a hospital setting.
4. Demonstrated experience and commitment to clinical teaching.
5. Demonstrated experience in quality improvement.
6. Demonstrated effective interpersonal skills at an individual and team level.
7. Demonstrated team management 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.
9. Current C or C-A Class driver's licence.

DESIRABLE

1. Post final Fellowship exam subspecialty or academic training or qualifications.
2. Demonstrated experience in conducting or supporting clinical research.

Section 6 – APPOINTMENT FACTORS

| | | | |
|---|--|----------------------|---|
| Location | Bunbury | 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 Medical Board of Australia must be provided prior to commencement. • Evidence of Fellowship of the Royal Australian College of Physicians (RACP) or equivalent. • Completion of a 100 point identification check. • Successful Criminal Record Screening clearance. • Successful Pre- Placement Health Screening clearance. • Successful Working With Children (WWC) Check. • Evidence of current C or C-A class drivers licence. | | |
| 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 South West | | | |

07 January 2019

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