



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

WA Country Health Service		Position No:	615142
Division:	South West	Title:	Senior Medical Practitioner – Emergency Medicine
Branch:	Busselton Health Campus	Classification:	MP Year 1-3
Section:	Emergency Medicine	Award/Agreement	Medical Practitioners Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title:	Director Emergency Medicine
	Classification:	MP Year 1-9
	Position No:	615140

Title:	Consultant – Emergency Medicine
Classification:	MP Year 1-9
Position No:	615141



OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

Title
WA Country Health Service South West 22 January 2019 REGISTERED

This position	Title:	Senior Medical Practitioner – Emergency Medicine
	Classification:	MP Year 1-3
	Position No:	615142



Positions under direct supervision:	← Other positions under control:								
<table border="1"> <tr> <th>Position No.</th> <th>Title</th> </tr> <tr> <td> </td> <td> </td> </tr> </table>	Position No.	Title			<table border="1"> <tr> <th>Category</th> <th>Number</th> </tr> <tr> <td>WAGPET Trainees</td> <td> </td> </tr> </table>	Category	Number	WAGPET Trainees	
Position No.	Title								
Category	Number								
WAGPET Trainees									

Section 3 – KEY RESPONSIBILITIES

Provides clinical leadership and a high standard of medical care to patients in the Emergency Department of Busselton Hospital. Assists in effective clinical governance and supports other clinicians to provide quality services that are safe. Provides leadership, training, supervision and education for Doctors in Training in consultation with Specialists and Director of Emergency Medicine.

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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.

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		
1.0	CLINICAL		
1.1	Performs clinical duties and provides patient care in the Emergency Department, ward and related medical programs (ie, HITH).Refers patients to specialist area as required.		
1.2	Participates fully in the hospital's preventative health and primary care programs.		
1.3	Supports nurses and other health workers in the performance of clinical duties.		
1.4	Supports colleagues in the performance of clinical duties.		
1.5	Participates fully in the Doctors' roster including on call after-hours duties.		
2.0	CLINICAL ADMINISTRATION		
2.1	Maintains quality patient medical records according to health service protocols.		
2.2	Promptly writes discharge summaries on Inpatients that have been under their care.		
2.3	Complies with appropriate statutory requirements in relation to local government, environment and public health matters.		
2.4	Liaises with members of the health care team and private sector to meet the needs of patients under their care.		
2.5	Participates in hospital and doctors committee meetings as required or invited.		
2.6	Attends to medico-legal issues that arise concerning patients that have been under their care and advises the Medical Administrator/FACEM about complaints received pertaining to themselves or other doctors in the hospital.		
2.7	Ensures Health service requirements met for revenue enhancement are met eg: Arrangement A, Private patient.		
3.0	EDUCATION		
3.1	Develops and maintains the skills necessary to provide safe medical practice.		
3.2	Participates in continued medical education activities including WACHS-SW essential training and complies to National Safety Standards.		
3.3	Maintains Continuing Medical Education requirements equal to those required for vocational registration, regardless of vocational registration status.		
3.4	Maintains skills to ensure retention of procedural accreditation.		
3.5	Participates and assists in continued medical education and in-service training of nurses and other health workers, including WAGPET Trainees		
3.6	Acts as a role model and supervisor/mentor for medical students and post-graduate trainees during their placement.		
3.7	Participates in the doctors' clinical meetings, clinical governance and quality improvement activities.		
4.0	LEADERSHIP		
4.1	Participates in the orientation of new clinicians.		
4.2	Undertakes audits for the clinical governance program and facilitates Root Cause Analyses for Sentinel events.		
5.0	OTHER		
5.1	Perform other duties as directed.		
	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.		

**WA Country Health Service
South West**

22 January 2019

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Section 5 – SELECTION CRITERIA

ESSENTIAL

1. Eligible for registration by the Medical Board of Australia.
2. Fellowship of the Royal Australian College of General Practitioners (FRACGP), or Fellow of the Australian College of Rural and Remote Medicine (FACRRM), or equivalent postgraduate training.
3. Possess substantial postgraduate medical experience in general medicine, emergency medicine and hospital practice.
4. Possess substantial postgraduate medical experience in general medicine, emergency medicine and hospital practice.
5. Possess a post graduate specialist qualification
6. Demonstrated commitment to continuing education.
7. High level of communication and interpersonal skills.
8. Demonstrated capacity to work effectively and to lead in a team environment.
9. Demonstrated commitment to the effective management of clinical risk and quality improvement.
10. Current C or C-A class driver's licence.

DESIRABLE

1. Experience or qualifications in other specialist or procedural fields.
2. Experience in rural area medicine.
3. Understanding of family medicine, primary health care and preventative health care practice.
4. Training in clinical risk management and patient safety eg HEAPS.
5. Current knowledge and commitment to Equal Opportunity, Disability Services and Occupational Safety and Health and how these impact on employment and service delivery.

Section 6 – APPOINTMENT FACTORS

Location	Busselton	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. • Completion of a 100 point identification check. • Successful Criminal Record Screening clearance. • Successful Pre- Placement Health Screening clearance. • This position is subject to a Working with Children (WWC) check. This is compulsory for people who carry out child-related work in Western Australia and completion of training in Mandatory Reporting of Child Sexual Abuse. • 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			

22 January 2019

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