



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

WA Country Health Service		Position No:	614860
Division:	Central Office	Title:	Coordinator Physiotherapy
Branch:	Allied Health	Classification:	HSO Level P3
Section:		Award/Agreement	Health Salaried Officers Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title:	Executive Director Health Programs
	Classification:	HES Grade B
	Position No:	615757

Responsible To	Title:	Program Manager Allied Health
	Classification:	HSO Level G9
	Position No:	607850

This position	Title:	Coordinator Physiotherapy
	Classification:	HSO Level P3
	Position No:	614860

OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

Title
HSO Level P3 – Coordinator – Speech Pathology
HSO Level P3 – Coordinator – Dietetics
HSO Level P3 – Coordinator – Occupational Therapy
HSO Level G7 – Program Officer Allied Health

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

Section 3 – KEY RESPONSIBILITIES

Provides leadership, support and advice for Physiotherapy services and practice within the WA Country Health Service.

TITLE	Coordinator Physiotherapy	POSITION NO	614860
		CLASSIFICATION	HSO Level P3



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 the experience of health 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.

TITLE	Coordinator Physiotherapy	POSITION NO	614860
		CLASSIFICATION	HSO Level P3

Section 4 – STATEMENT OF DUTIES

Duty No.	Details	Freq.	%
1.0	CLINICAL		
1.1	Provide leadership and support for area wide planning, development, implementation and evaluation of Physiotherapy services in line with WA Country Health Services (WACHS) objectives.		
1.2	Provides WACHS wide professional, clinical and service advice and representation for the Physiotherapy profession and related issues.		
1.3	Develop and maintain strong clinical networks with key stakeholders, both internal and external (e.g. professional associations and metropolitan professional networks).		
1.4	Coordinate the WACHS Physiotherapy Professional Network and facilitate communication within the profession.		
1.5	Report verbally and in writing to management, team members, other health professionals and external organisations as required.		
1.6	Collaborates with and provides profession specific advice to WACHS leadership forums (e.g. AHLGT, Area Allied Health program, Area Program Leads etc).		
2.0	ADMINISTRATION/PROFESSIONAL		
2.1	Support organisational implementation of WACHS professional supervision policy and guidelines.		
2.2	Support organisational identification, planning and delivery of clinical education training for Physiotherapists, including students and graduates.		
2.3	Support clinicians and managers to develop and manage appropriate clinical and administrative resources and facilitate sharing of resources across WACHS.		
2.4	Implement professional and multi-professional initiatives, including area wide resources and tools.		
2.5	Actively participate in the development and implementation of broader organisational goals and objectives.		
2.6	Maintain, develop and advance own professional skills (both clinical and professional).		
2.7	Support organisational development and compliance within Physiotherapy standards of practice, including credentialing, registration, code of conduct, ethical practice, policies and guidelines.		
2.8	Support and facilitate research in areas of Physiotherapy professional practice.		
2.9	Provide CHS wide leadership and direction to Physiotherapy in quality improvement and evidence based best practice.		
3.0	OTHER		
3.1	Undertake other duties as required.		
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.			

TITLE	Coordinator Physiotherapy	POSITION NO	614860
		CLASSIFICATION	HSO Level P3

Section 5 – SELECTION CRITERIA

ESSENTIAL

1. Tertiary qualification in Physiotherapy and eligible for registration by the Physiotherapy Board of Australia.
2. Demonstrated extensive knowledge and experience in Physiotherapy, and advanced level of skills and knowledge in the planning, implementation and evaluation of Physiotherapy services.
3. Demonstrated and contemporary knowledge of Physiotherapy professional practice issues and trends, especially in the rural and remote environment.
4. Demonstrated highly developed project management skills, including advanced communication, interpersonal, stakeholder engagement and conflict resolution skills.
5. Demonstrated clinical leadership and governance, including research, evidence based practice, quality and safety, education, training, policy and procedure formulation.
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

1. Experience working in a rural and/or remote setting and an understanding of regional/rural service issues in the public sector health system.
2. Possession of (or working towards) a relevant post graduate qualification.

Section 6 – APPOINTMENT FACTORS

Location		Accommodation	As per WACHS Accommodation Policy
Allowances/ Appointment Conditions	Appointment is subject to: <ul style="list-style-type: none"> • Evidence of current registration by the Physiotherapy 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 		
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

