



HSS Registered

Aboriginal Health Liaison Officer

Health Salaried Officers Agreement: Level G5

Position Number: 105582

Social Work Department

Royal Perth Hospital / East Metropolitan Health Service (EMHS)

Reporting Relationships

Chief Social Worker
HSU Level P6
Position Number: 104642



Manager, Social Work
HSU Level P3
Position Number: 104691



This Position



Directly reporting to this position:

Title	Classification	FTE
• Nil		

- ← Also reporting to this supervisor:
- Social Worker HSU P2 x 4.8FTE
 - Social Worker HSU P1 x 2.0 FTE
 - Aboriginal Health Liaison Co-ordinator HSU G7 x 1.0FTE
 - Aboriginal Health Liaison Officer HSU G5 x 1.0 FTE

Key Responsibilities

Provides cultural liaison and practical support to Aboriginal patients, their families and health professionals across Royal Perth Hospital. Assists with the development, planning and implementation of culturally appropriate health care to Aboriginal patients. Provides cultural consultancy and education to Royal Perth Hospital staff.

EMHS Vision and Values

Our Vision

***Healthy people, amazing care.
Koorda moort, moorditj kwabadak.***

Healthy people refers to the commitment we have as an organisation to ensure our staff, patients and the wider community have access to comprehensive healthcare services, in order to maintain healthy lives.

Amazing care reflects the sentiment of those consumers accessing our healthcare services from feedback provided to us. This common statement resonates with the health service, and reflects our intentions in our practice and work every day.

As a health service which celebrates diversity of culture and languages, it is also important that our vision is shared in the Noongar language.

Our Values

Our Values reflect the qualities that we demonstrate to each other and our community every day. Our staff make a difference every day to the patients, families and consumers they provide care, advice and support to. The EMHS values capture the shared responsibility that we uphold as most important, which are:

- **Kindness** – kindness is represented in the support that we give to one another. This is how we demonstrate genuine care and compassion to each and every person.
- **Excellence** – excellence is the result of always striving to do better. This is represented by constant improvements to the way in which we deliver our services, which results in a high performing health service.
- **Respect** – we demonstrate respect through our actions and behaviours. By showing each other respect, in turn we earn respect.
- **Integrity** – integrity is doing the right thing, knowing it is what we do when people aren't looking that is a true reflection of who we are.
- **Collaboration** – collaboration represents working together in partnership to achieve sustainable health care outcomes for our community with a shared understanding of our priorities.
- **Accountability** – together we have a shared responsibility for ensuring the best health care outcomes for our community. This is a reminder that it is not only our actions, but also the actions we do not do, for which we are accountable.

Brief Summary of Duties (in order of importance)

1. Clinical

- 1.1. Works as part of a multidisciplinary team to provide high quality health care and improved clinical outcomes to Aboriginal patients and their carers and family network.
- 1.2. Acts as a cultural advocate for patients and carers.
- 1.3. Participates in planning for effective and timely discharge from the hospital.
- 1.4. Assists patients and their carers in referral and handover to culturally appropriate community agencies.
- 1.5. Participate and contribute to relevant multidisciplinary team meetings.

2. Community Liaison/Consultation

- 2.1. Identifies Aboriginal health needs and participates in the development and review of Aboriginal health programs within the hospital.
- 2.2. Provides representation on professional and health working parties and committees as required.
- 2.3. Facilitates the education of health professionals on Aboriginal cultural issues relating to health care.
- 2.4. Promotes engagement between staff, patients and the community and acts as a resource on issues relating to Aboriginal health.

3. Professional

- 3.1. Undertake activities to develop and maintain professional skills at an advanced level.
- 3.2. Facilitates education and provides cross cultural education for Royal Perth Hospital staff as required.
- 3.3. Contributes to the development of policy and procedures and acts as a consultant on matters relating to Aboriginal health at Royal Perth Hospital when required.

4. Records Management

- 4.1. Maintains appropriate, legible records and ensures security and confidentiality of client information.
- 4.2. Accurately records, collates and reports workload statistics.

5. EMHS Governance, Safety and Quality Requirements

- 5.1 Participates in the maintenance of a safe work environment.
- 5.2 Actively participates in the Peak Performance program.
- 5.3 Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 5.4 Completes mandatory training (including safety and quality training) as relevant to role
- 5.5 Performs duties in accordance with the EMHS Vision and Values, WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act and Government, WA Health, EMHS and Departmental / Program specific policies and procedures.

6. Undertakes other duties as directed.

Work Related Requirements

The following criteria should be read together with the Brief Summary of Duties and considered in the context of the EMHS Values.

Essential Selection Criteria

1. Under section 50D of the Equal Opportunities Act of 1984 the applicant must be recognised as a member of the Aboriginal or Torres Strait Islander community.
2. Advanced certificate in Aboriginal Health Work (or equivalent experience) through an accredited education provider.
3. Knowledge and understanding of Aboriginal family structure, Aboriginal culture and customs and its impacts on health outcomes in Aboriginal communities.
4. Demonstrated effective communication and interpersonal skills including the ability to develop collaborative partnerships.
5. Demonstrated ability to effectively and efficiently plan and organise own workload.
6. Demonstrated ability to work independently and as a member of a multidisciplinary team.

Desirable Selection Criteria

1. Previous experience in health care or community setting.
2. Ability to analyse and resolve complex issues.
3. Demonstrated computer literacy.
4. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- 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
------------------------------------	--------------------	----	--------------------	---------------

_____ Dept. / Division Head Name	_____ Signature	or	_____ HE Number	_____ Date
-------------------------------------	--------------------	----	--------------------	---------------

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	20/02/2017	Last Updated on	June 2019
-------------------	------------	------------------------	-----------