



**HSS Registered**

**Consultant - Dermatologist**  
**Medical Practitioners Agreement: Year 1-9**

**Position Number: 102474**

**Dermatology Department / Service 4**

**Royal Perth Bentley Group / East Metropolitan Health Service**

**Reporting Relationships**

Medical Co-Director, Service 4  
Award Level: Year 1-9  
Position Number: 602509



Head of Department, Dermatology  
Award Level: Year 1-9  
Position Number: 602561



**This Position**



Directly reporting to this position:

Title	Classification	FTE
• Registrars	: Year 1-7	FTE
• Residents Medical Officers	: Level 2-4	FTE



Also reporting to this supervisor:

- Consultants
- Registrars
- Resident Medical Officers
- Interns

**Key Responsibilities**

Leads the multidisciplinary team to provide specialist Dermatology services to patients. Promotes patient safety and quality of care. Provides leadership, orientation, training, supervision and education, where relevant, for doctors in training, Health Service Medical Practitioners and other health workers. In collaboration with the Medical/Service Co-Director/Head of Department and other Consultants works to achieve national, state and EMHS performance standards and targets. Works within the scope of clinical practice as defined and recommended by the EMHS Area Medical Credentialing Committee.

## 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.

### Site Values – RPBG

Our staff have a long tradition of caring for the Western Australian community, with a strong sense of pride among our staff. Embedded in our culture are the values of SERVIO, Latin for 'to serve'.

Service and Safety

Excellence and Education

Respect and Research

Valuing our Patients and Staff

Integrity and Innovation

Organisational Learning

## Brief Summary of Duties (in order of importance)

- The Hospital Executive Director holds each bedcard Consultant responsible for the care of all patients assigned to them, understanding that after hours, the responsible Consultant is the Consultant on duty/on-call unless the patient has recently undergone a procedure.
- Each Consultant is responsible for the orientation, education and supervision of the junior medical staff allocated to them. Supervision is especially important during procedures.

### 1. Specific Duties Relevant to Specialty/Sub Specialty

- 1.1 Provides a full dermatological service to patients. 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 and outpatient and day care as determined and may vary from time to time depending on organisational needs and objectives.
- 1.2 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 in the community.
- 1.3 Participates in professional continuing educational activities, regular performance review and a commitment to maintain and update own knowledge and skills.
- 1.4 Commits to the highest professional standards and ethics as is appropriate to the seniority and leadership role of clinical staff.
- 1.5 Demonstrates excellence in interpersonal skills when dealing with patients, colleagues, nursing, allied health and support staff.
- 1.6 Commits to a team based approach to clinical care.
- 1.7 Participates in departmental and other meetings as required to meet organisational and service objectives.
- 1.8 Provides medical reports and other management tasks as appropriate.
- 1.9 Ensures the ongoing application of continuous quality improvement principles in systematically evaluating and meeting customer needs.
- 1.10 Ensures relevant practicable occupational safety and health practices and standards are implemented and maintained.
- 1.11 Demonstrates willingness to achieve departmental and organisational objectives in a feasible and innovative manner.
- 1.12 Commits to developing RPH as the leading teaching hospital in W A.
- 1.13 Participates in general continuing educational activities and postgraduate training programmes for junior medical staff. Participates in Teaching Programmes for undergraduate medical students.
- 1.14 Supervises guides and teaches nursing, allied health and other support staff as appropriate.
- 1.15 Participates in departmental academic activities.
- 1.16 Participates in clinical research where appropriate and active promotion of research activities wherever possible.

### 2. EMHS Governance, Safety and Quality Requirements

- 2.1 Fulfils National Safety and Quality Health Services Standards requirements including but not limited to:
  - Participating in continuous safety and quality improvement actions, such as audits, reviews and drills that result in improvements to patient care, staff knowledge or the consumers experience and that align with actions described within the standard.
  - Participating with the development, implementation, reporting and monitoring of quality assurance measures and activities.
  - Ensuring records and statistics are kept in accordance with established procedures.

- 2.2 Actively participates in the Peak Performance program. Submits performance plans to the Head of Department/Head of Specialty for staff under their supervision.
  - 2.3 Initiates, implements and participates in audit, quality improvement and research activities in consultation with the Medical/Service Co-Director/Head of Department/Head of Specialty to systematically evaluate service delivery and meet customer needs.
  - 2.4 Participates in relevant clinical governance committees including regular clinical reviews, Root Cause Analysis (RCA) and morbidity/mortality reviews as required and implements endorsed recommendations.
  - 2.5 Attends to medico legal issues that arise concerning patients that have been under their care and advises the Medical/Service Co-Director/Head of Department/Head of Specialty about complaints they receive pertaining to themselves or other doctors.
  - 2.6 Responsible for ensuring, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
  - 2.7 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
  - 2.8 Adheres to the performance framework for procurement and contract management and oversees and promotes to other staff this process and function in accordance with EMHS Policy and the Delegations and Authorisations Schedule.
- 3. 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. Eligible for registration by the Medical Board of Australia.
2. Eligible for Fellowship of the Australasian College of Dermatologists or equivalent.
3. Good communication and interpersonal skills.
4. Effective participation and leadership in a multi-disciplinary team environment.
5. Demonstrated interest in teaching and research.
6. Knowledge and understanding of continuous quality improvement principles and their practical application.
7. 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. Post final fellowship sub specialty, education, research or quality improvement training or qualifications.
2. Knowledge of current clinical governance systems.

#### Appointment Prerequisites

Appointment is subject to:

- Evidence of registration by the Medical Board of Australia must be provided prior to commencement.
- 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	Last Updated on July 2019
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