



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

Goldfields		Position No:	601595
Division:	Medical Services	Title:	Consultant - Obstetrician & Gynaecologist
Branch:	Kalgoorlie Health Campus	Classification:	MP Consultant Year 1-9
Section:	Medical Department	Award/Agreement	Medical Practitioners Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title:	Regional Director
	Classification:	HSO Class 2
	Position No:	601000



Responsible To	Title:	Regional Director Medical Services
	Classification:	MP Medical Administrator Year 1 - 9
	Position No:	601248



This position	Title:	Consultant – Obstetrician & Gynaecologist
	Classification:	MP Consultant Year 1 - 9
	Position No:	601595



OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

<u>Title</u>
601116 – Executive Assistant
601525 – Consultant Physician
601558 – Consultant Surgeon
601578 – Consultant Paediatrician
601592 – Senior Medical Officer
601595 – Consultant Obstetrician & Gynaecologist
601921 – Health Service Medical Practitioner
613198 – Consultant Emergency Medicine
613275 – Regional Clinical Risk Coordinator
613276 – Clinical Practice Improvement Coordinator
613306 – Consultant Anaesthetist
614287/88 – Consultant Physician
614289 – Consultant Paediatrician
615739/40 – Consultant Emergency Medicine



Positions under direct supervision:	← Other positions under control:		
Position No.	Title	Category	Number

Section 3 – KEY RESPONSIBILITIES

Provides leadership and delivers excellent clinical performance in the area of Obstetrics and Gynaecology.
 Provides administrative leadership in combination with the clinical nurse specialist of Maternity.
 Takes responsibility for policy development and review and for clinical governance.

**WA Country Health Service –
 GOLDFIELDS**

 15 March 2019

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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

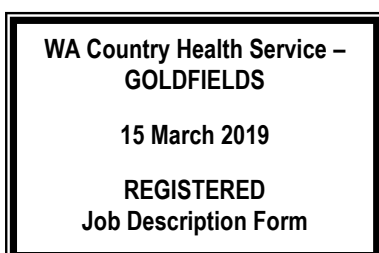
Community – making a difference through teamwork, cooperation, a ‘can do’ attitude and country hospitality.

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	Freq.	%
1.0	CLINICAL LEADERSHIP		100
1.1	Responsible for specialist clinical care of Obstetric and Gynaecological patients attending Kalgoorlie Health Campus and across the region including Esperance.	D	
1.2	Manages Obstetric/Gynaecological conditions according to acceptable clinical standards.	D	
1.3	Collaborates with Maternity Ward Clinical Nurse Specialist and Nursing staff to facilitate patient management. Liaises with patients, family, community services and other representatives as required to facilitate patient management.	R	
1.4	Supervises, mentors and educates candidates for the diploma of Obstetrics and any trainee medical staff and hospital service medical practitioners who are providing clinical care to Obstetric or Gynaecological patients.	R	
1.5	Liaises with other senior medical staff in Kalgoorlie and regionally, with allied health staff and with hospital managers to facilitate a high standard of patient care. Negotiates with patient transport providers such as the Royal Flying Doctor Service and St John Ambulance to facilitate transfer of patients for tertiary care.	D	
1.6	Promotes clinical governance and clinical risk management within the Obstetric and Gynaecological Department.	R	
1.7	Maintains and updates professional knowledge. Participates in research where appropriate. Trains and supervises medical students as appropriate.	R	
2.0	ADMINISTRATIVE LEADERSHIP		
2.1	In collaboration with other General Practitioner and Specialist Obstetricians and the Midwifery and Surgical nursing staff, actively participates in the management of the Midwifery Medical Department including equipment choice, staffing proposals and workplace redesign. Undertakes performance management of subordinate staff.	D	
2.2	Participates in clinical policy development and review.	O	
2.3	Participates in data collection, clinical audit and other Quality Assurance Program activities.	R	
2.4	Participates in relevant hospital, regional and state committees as required.	R	
2.5	Prepares medical reports.	R	
2.6	Undertakes strategic planning in conjunction with hospital and regional management.	R	
3.0	OTHER		
3.1	Other duties as directed by the Regional Director or Regional Director Medical Services.	O	
	The occupant of this position will be expected to comply with and demonstrate a positive commitment to the highest achievement level in 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 by the Medical Board of Australia.
2. Fellowship of the Royal Australian and New Zealand College of Obstetricians and Gynaecologists or equivalent.
3. Demonstrated experience in specialist practice as an Obstetrician/Gynaecologist.
4. Demonstrated contemporary knowledge of professional issues and trends in Obstetrics and Gynaecological health services.
5. Highly developed communication, interpersonal, negotiation and conflict resolution skills.
6. Demonstrated commitment to clinical governance within healthcare.
7. Eligible for or in possession of a current C or C-A Class driver's licence.

DESIRABLE

1. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

Section 6 – APPOINTMENT FACTORS

Location	Kalgoorlie	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 • Evidence of fellowship of the Royal Australian and New Zealand College of Obstetricians and Gynaecologists or equivalent • Provision of the minimum identity proofing requirements. • Successful Criminal Record Screening clearance • Successful Pre-Employment Health Assessment • Successful WA Health Integrity Check • Successful Working With Children Check • Evidence of a current C or C-A Class drivers licence and ability to travel within the region including overnight stays as required Allowances <ul style="list-style-type: none"> • District allowance as applicable 		
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: ____/____/____
Regional Director Medical Services

Signature and Date: ____/____/____
Regional Director

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

