



HSS REGISTERED

Registrar - Trainee - Public Health Medicine
Medical Practitioners Agreement: Year 1-7
Position Number: 0005330
Metropolitan Communicable Disease Control
North Metropolitan Health Service Mental Health, Public Health and Dental Services

Reporting Relationships

Director Public Health
 Public Health and Ambulatory Care
 HSO Level G11
 Position Number: 007238



Consultant - Public Health Medicine - Head of
 Department
 Medical Practitioners Agreement: Year 1-9
 Position Number: 007237



This Position



Directly reporting to this position: Nil



Also reporting to this supervisor:

- Consultant- Public Health Medicine MP Year 1-9 1.1 FTE
- Registrar - Trainee - Public Health Medicine 1.0 FTE
- Project Officer 1.0 FTE

Prime Function / Key Responsibilities

To work under the supervision of the public health physician and within a multi-disciplinary team to develop the competencies, skills and knowledge required of a public health physician for admission to the Australasian Faculty of Public Health Medicine (AFPHM).

Brief Summary of Duties (in order of importance)

1. Disease Control

- 1.1 Works with Metropolitan Communicable Disease Control and Communicable Disease Control Directorate (CDCD) to develop and support projects in disease control and immunisation that are congruent with the strategic and business plans.
- 1.2 Works with Metropolitan Communicable Disease Control and CDCD in communicable disease surveillance and managing disease outbreaks.
- 1.3 Liaises with hospital clinicians and general practitioners across the area to prevent and control communicable and vaccine preventable disease.
- 1.4 Utilises notifiable disease database and analyses data to report on notifiable disease trends.
- 1.5 Provides education for general practice staff in relation to public health issues such as immunisation and communicable disease control.

2. Environmental Health

- 2.1 Works in partnership with the public health physician and other relevant authorities to develop skills in understanding and managing vector borne disease.
- 2.2 Works in partnership with the public health physician and other relevant authorities to develop skills in understanding and managing food borne disease.
- 2.3 Liaises with Environmental Health Directorate and other authorities including local government officers to ensure a clear understanding of roles and responsibilities including statutory requirements, principles of risk communication and risk assessment.

3. Planning and Epidemiology

- 3.1 Collects, enters, optimises and analyses quantitative and qualitative data.
- 3.2 Produces demographic and descriptive reports where required.
- 3.3 Evaluates relevant public health interventions and/or projects under guidance of the public health physician.
- 3.4 Develops health-related policy in conjunction with other public health staff and relevant stakeholders.
- 3.5 Participates in planning, management, finance and executive meetings as appropriate.

4. Health Promotion

- 4.1 Works with health promotion and Aboriginal health staff to plan, implement and evaluate health promotion programs with a focus on disadvantaged groups.
- 4.2 Works with health service staff, GPs and staff from non-government organisations to manage the prevention, surveillance and control of non-communicable diseases and injury.

5. NMHS Governance, Safety and Quality Requirements

- 5.1 Participates in the maintenance of a safe work environment.
- 5.2 Participates in an annual performance development review.
- 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 Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 5.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

6. Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

1. Eligible for registration by the Medical Board of Australia.
2. Possession of a higher degree in Public Health.
3. Demonstrated high level verbal and written communication skills and interpersonal skills.
4. At least three years of post-graduate medical experience (including at least one year of clinical experience, after internship).
5. Ability to work effectively, as a team member, in a multidisciplinary team.
6. Demonstrated organisational and time management skills.
7. Participation in professional continuing medical education activities including regular performance reviews and a commitment to maintain and upgrade knowledge and skills.
8. Current "C" or "C.A." class driver's licence.

Desirable Selection Criteria

1. Experience in working with people from a variety of cultural and social backgrounds.
2. Demonstrated commitment to ongoing education and research in Western Australia.
3. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- Evidence of registration by the Medical Board of Australia must be provided prior to commencement.
- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- Current "C" or "C.A." class driver's licence.
- 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/HE:
Date:

Dept./Division Head

Name:
Signature:
Date:

Position Occupant

Name:
Signature:
Date:

Created on:

Last updated on: September 2019

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