

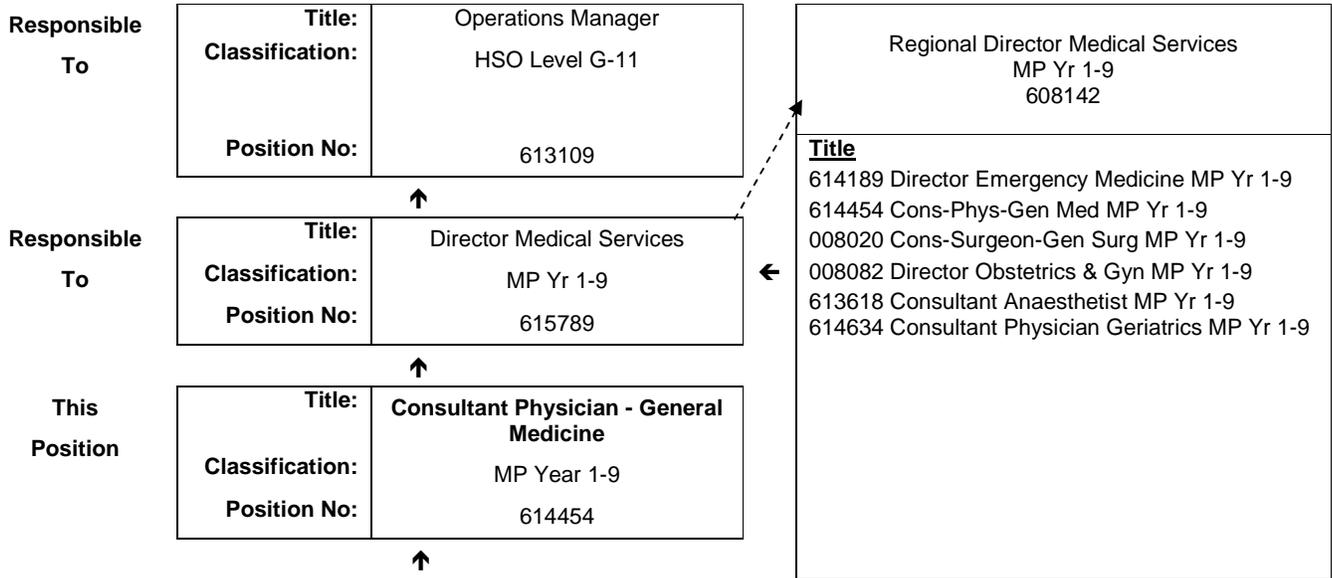


## JOB DESCRIPTION FORM

### Section 1 – POSITION IDENTIFICATION

<b>GREAT SOUTHERN</b>		<b>Position No:</b>	614454
<b>Division:</b>	Medical Services	<b>Title:</b>	<b>Consultant Physician – General Medicine</b>
<b>Branch:</b>	Albany Health Campus	<b>Classification:</b>	MP Year 1-9
<b>Section:</b>		<b>Award/Agreement</b>	Medical Practitioners Agreement

### Section 2 – POSITION RELATIONSHIPS



<b>Positions under direct supervision:</b>	<b>← Other positions under control:</b>														
<table border="1"> <thead> <tr> <th>Position No.</th> <th>Title</th> <th></th> </tr> </thead> <tbody> <tr> <td>613817</td> <td>Senior Medical Practitioner (Inpatients)</td> <td>SMP Yr 1-3</td> </tr> <tr> <td></td> <td>Medical Registrar</td> <td></td> </tr> <tr> <td></td> <td>Medical Interns</td> <td></td> </tr> </tbody> </table>	Position No.	Title		613817	Senior Medical Practitioner (Inpatients)	SMP Yr 1-3		Medical Registrar			Medical Interns		<table border="1"> <thead> <tr> <th>Category</th> <th>Number</th> </tr> </thead> <tbody> </tbody> </table>	Category	Number
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### Section 3 – KEY RESPONSIBILITIES

The provision of General Medical services to the Great Southern region. Advises on General Medical services at Albany Hospital and elsewhere in the Great Southern region to ensure safety & quality as required. Supports other clinicians to provide quality inpatient medical services. Advises and assists in planning service improvements including focusing on improving the average length of stay, medical education & training. In addition, undertakes acute medicine outpatient clinics and on call duties as required.

**WA Country Health Service  
Great Southern**

**18 September 2019**

**REGISTERED**

TITLE	Consultant Physician – General Medicine	POSITION NO	614454
		CLASSIFICATION	SMP Year 1-9



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 MISSION**

To deliver and advance high quality care for country WA communities

**OUR VISION**

To be a global leader in rural and remote healthcare

**OUR STRATEGIC PRIORITIES**

***Caring for our patients*** - Providing safe, patient-centred care, ensuring the needs of our patients are at the core of everything we do

***Addressing disadvantage and inequity*** - Delivering focussed and accessible services for those who need it most

***Building healthy, thriving communities*** - Supporting country people to be as healthy as they can be and continuing to play our part in the economic and social viability of country communities

***Delivering value and sustainability*** - Ensuring that the services we provide are sustainable and we are transparent about our performance

***Enabling our staff*** - Supporting our staff to deliver great care, empowering them to learn, grow, innovate and lead

***Leading innovation and technology*** - Embracing innovation and technology to create a safer, more connected and equitable health system

***Collaborating with our partners*** - Partnering to deliver more integrated services that improve patient outcomes and experience, giving consumers more choice and control

**OUR VALUES**

***Community*** – We live and work in country communities. We are invested in the health, wellness and viability of country communities and the vibrancy, diversity and future of country WA.

***Compassion*** – We are inclusive, respectful, and considerate. We care deeply about the people in our care and country communities.

***Quality*** – We provide safe, high-quality care, constantly striving to innovate, improve and achieve trust in our care.

***Integrity*** – We bring honesty, collaboration and professionalism to everything that we do.

***Equity*** – We are passionate about fairness in healthcare for all Western Australians, especially the most vulnerable and disadvantaged people and communities.

***Curiosity*** – We continually enquire and seek to understand, using the best evidence, insight and research to improve care.

<p><b>WA Country Health Service</b> <b>Great Southern</b></p> <p><b>18 September 2019</b></p> <p><b>REGISTERED</b></p>
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**Section 4 – STATEMENT OF DUTIES**

<b>Duty No.</b>	<b>Details</b>	<b>Freq.</b>	<b>%</b>
<b>1</b>	<b>CLINICAL</b>		75
1.1	Provides inpatient care for patients admitted by or referred to the physician team in accordance with scope of practice and WA Health Department and WACHS policies as applicable.	D	
1.2	Undertakes outpatient clinics at Albany Hospital and maintains established outreach medical clinics as required.	D	
1.3	Ensures patient medical records are maintained in accordance with established protocols.	D	
1.4	Ensures that a discharge summary for all inpatients is prepared within 2 working days of discharge. For outpatients, ensures that a letter of communication is sent to the referring or usual GP within 7 days.	D	
1.5	Liaises with clinicians in other hospitals and those in the private sector to ensure optimum patient care within Albany Hospital.	R	
1.6	Contributes to reviews of deaths occurring in hospital patients.	R	
1.7	Participates in an on-call roster as required.	R	
1.8			
<b>2</b>	<b>ADMINISTRATION AND MANAGEMENT</b>		10
2.1	Participates in the development of evolving models of care in medical practice at Albany Hospital and across WACHS-GS including acute and sub-acute general medicine, services for geriatric medicine (in collaboration with the staff geriatrician), oncology services, palliative care and clinical services provided under the public health system by visiting medical practitioners (VMPs).	D	
2.2	Maintains and applies accepted standards of patient safety and quality relating to patient care.	D	
2.3	Attends periodic meetings of the Albany Hospital Department of Medicine.	R	
2.4	Participates in hospital committee meetings as required.	R	
2.5	Participates in the Clinical Incident Monitoring system by reporting clinical incidents, preparing 3 <sup>rd</sup> -party reports as requested, mounting root cause analysis if required and liaising with the CIMS Co-ordinator in ensuring that reasonable recommendations are implemented.	O	
<b>3</b>	<b>EDUCATION</b>		5
3.1	Participates in undergraduate and postgraduate medical teaching and supervision of basic and advanced trainees in general medicine.	R	
3.2	Attends and presents at Albany Hospital Grand Rounds.	R	
3.3	Participates in annual appraisals.	R	
3.4	Maintains at least basic Life Support competency on a biennial basis.	R	
3.5	Maintains a working knowledge of contemporary medical treatments and standards including ethical standards applied to medical practice by means of background reading and attendance at relevant meetings and workshops.	R	
<b>4</b>	<b>LEADERSHIP</b>		5
4.1	Participates in the orientation of new members of the Department, including and particularly new medical registrars.	O	
4.2	Participates in quality assurance activities appropriate to the role, which may include audits, projects or research activities and activities related to hospital accreditation.	R	
4.3	Attends the Albany Medical Advisory Committee meetings and any other meetings as required	R	
<b>5</b>	<b>OTHER</b>		
5.1	Attends to other duties consistent with those outlined above and in keeping with the role of Physician, General Medicine, as directed by the Director of Medical Services/Regional Medical Director.	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. Eligible for registration as a specialist with the Royal Australian College of Physicians (RACP)
3. Substantial clinical experience relevant to the role
4. Demonstrated experience in quality improvement, clinical services redesign and effective risk management.
5. High level of communication and interpersonal skills
6. Demonstrated clinical leadership
7. Demonstrated commitment to continuing education
8. 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 or qualifications in sub-specialty or procedural fields
2. Experience in regional/rural medicine
3. Experience in health care in a cross-cultural setting
4. Training in clinical risk management and patient safety

**Section 6 – APPOINTMENT FACTORS**

<b>Location</b>	Albany	<b>Accommodation</b>	As determined by the WA Country Health Service Policy
<b>Allowances/ Appointment Conditions</b>	Appointment is subject to: <ul style="list-style-type: none"> <li>• Evidence of registration by the Medical Board of Australia must be provided prior to commencement.</li> <li>• Evidence of current registration as a specialist with the Royal Australian College of Physicians (RACP) must be provided prior to commencement.</li> <li>• Provision of the minimum identity proofing requirements.</li> <li>• Successful Criminal Record Screening clearance</li> <li>• Successful Pre-Employment Health Assessment</li> <li>• Successful WA Health Integrity Check</li> <li>• Mandatory Reporting of Sexual Abuse in Children</li> </ul>		
<b>Specialised equipment operated</b>			

**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: \_\_\_\_/\_\_\_\_/\_\_\_\_  
**Manager**

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

