



Healthy kids, healthy communities

Compassion Excellence Collaboration Accountability Equity Respect

Coordinator Physiotherapy

Position details

Position Number: 00007063
 Classification: HSO Level P2
 Agreement: Health Salaried Officers Agreement
 Directorate: Operations - Service Unit 1 - Community Health
 Department: Child Development Service
 Location: Perth Metropolitan Area

Reporting relationships

This position reports to:

00005428	Manager Physiotherapy	HSO Level P3
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Positions under direct supervision:

Physiotherapist	HSO Level P2	0.8 FTE
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Key Responsibility

Plans, develops, coordinates, implements and evaluates a paediatric physiotherapy service to the Child Development Service. Undertakes a clinical caseload incorporating management of specialist and complex cases. Provides education and support to parents and community stakeholders.



About our health service

The Child and Adolescent Health Service (CAHS) is a comprehensive service that supports and treats children from around Western Australia, and is committed to programs that promote lifelong health in children and adolescents.

CAHS is made up of three service streams:

- **Community Health:** a comprehensive range of community based early identification and intervention services, as well as health promotion, to children and families in the Perth metropolitan area. Services are provided in a variety of settings including at home, local community health centres, child and parent centres and schools.
- **Child and Adolescent Mental Health Services (CAMHS):** provide mental health services to infants, children, young people and their families across the Perth metropolitan area. Services include community based programs, inpatient care at Perth Children's Hospital and specialised services for children with complex mental health conditions across the State.
- **Perth Children's Hospital (PCH):** is the specialist State-wide paediatric hospital and trauma centre for Western Australia, caring for children up to the age of 16. PCH is also a centre of excellence for teaching and research, partnering in major paediatric research and education initiatives led by the Telethon Kids Institute (TKI) and the State's universities.

Our vision

Healthy kids, healthy communities

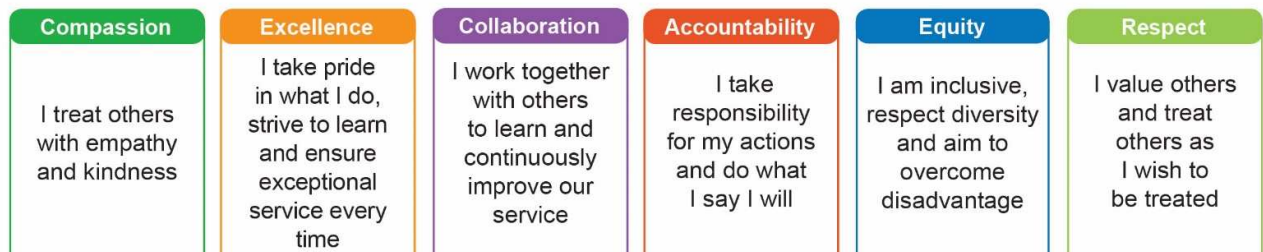
Our vision of 'healthy kids, healthy communities' sees that children and young people get the best start in life through health promotion, early identification and intervention and patient centred, family-focused care.

Our objectives



Our values drive us

CAHS promotes a values based workplace culture and all employees are expected to translate our values into action by providing high quality care through:



Summary of accountabilities

1. Clinical Practice

- Provides a comprehensive paediatric physiotherapy service to clients and families utilising an advanced level of clinical practice in accordance with approved protocols and procedures of Child Development Service (CDS).
- Assesses, plans, implements and evaluates individual or group paediatric physiotherapy programs as required.
- Provides continuity of care within service delivery, liaises with referring services or other professional staff in coordinating service delivery to clients and families.
- Participates as an active member of the Child Development Team and attends team meetings.
- Consults with team members and relevant others as required, to provide optimal care for paediatric clients and their families.
- Selects, develops, maintains and evaluates physiotherapy physical resources including assessment and therapy tools, educational and promotional resources and programmes.
- Acts as a consultant with staff, other service providers and the community as appropriate.
- Promotes physiotherapy service and facilitates community education and health promotion.
- Maintains appropriate clinical documentation and reports utilising Child Development Information System (CDIS).

2. Administration

- Develops, monitors, implements and evaluates objectives, procedures and standards of clinical care for the provision of paediatric physiotherapy services.
- Manages wait lists and coordinates the physiotherapy program at service site(s).
- Records, collates and reports physiotherapy statistics and data as required.
- Participates in recruitment, selection and orientation of staff, as required.
- Participates and contributes to the development of strategic and operational reports and planning across CDS/ Child and Adolescent Health Service - Community Health (CAHS-CH) services as required, including the development of CDS clinical policies.
- Participates in service or site meetings as required.
- Initiates, co-ordinates and participates in quality improvement activities.
- Participates in own performance management cycle with Line Manager.
- Provides performance management of P1 staff.

3. Professional Education and Research

- Assists in the placement, supervision and training of Physiotherapy and other students in liaison with relevant tertiary educational and other facilities as appropriate within the protocols and procedures of CACH-CH
- Develops and maintains advanced professional and clinical knowledge and skills.

4. CAHS governance, integrity, safety and quality requirements

- Commits to undertake the duties of the role in accordance with the WA Health Code of Conduct, the CAHS Vision and CAHS Values of Compassion, Collaboration, Accountability, Respect, Excellence and Equity.
- Maintains a safe work environment by taking reasonable care for own health and safety and that of others.
- Ensures as far as practicable, the provision of a safe working environment in consultation with employees under their supervision.
- Undertakes duties to an agreed performance standard to support safe, high-quality health care with a focus on continual improvement, efficiency, effectiveness and sustainability.
- Directly or indirectly supports the delivery of safe patient care and the consumers' experience ensuring services are family centred.
- Contributes to continuous quality improvement activities by identifying, facilitating or participating in practices in accordance with the requirements of the National Safety and Quality Health Service (NSQHS) Standards, health service strategic direction and the WA Public Sector.
- Completes mandatory and core requirement training as relevant to the role and service.
- Performs duties in accordance with WA Public Sector, WA Health, CAHS and other specific service policies and procedures and applicable legislative obligations under *Public Sector Management Act (WA) 1994*, *Health Services Act (WA) 2016*, *Occupational Safety and Health Act (WA) 1984*, *Disability Services Act (WA) 1993* and the *Equal Opportunity Act (WA) 1984*.
- Actively contributes to the development of the health service by undertaking other duties as directed including additional tasks or projects in line with continual improvement, collaboration and sustainable health initiatives.

Work related requirements

The following criteria should be considered in the context of the CAHS Vision, Objectives and Values.

Essential selection criteria

1. Tertiary qualifications in Physiotherapy and eligible for registration by the Physiotherapy Board of Australia.
2. Advanced knowledge of appropriate assessments and the ability to plan, implement and evaluate physiotherapy programmes in a paediatric clinical caseload.
3. Demonstrated analytical, problem-solving and evaluation skills at the diagnostic and intervention level of clinical practice.
4. Demonstrated efficient and effective time and caseload management skills.
5. Demonstrated ability to work as an effective member of a multi-disciplinary team.
6. Demonstrated effective interpersonal skills including conflict resolution, negotiation, and verbal and written communications skills.
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.
8. Current driver's licence.

Desirable selection criteria

1. Possession of relevant experience in the provision of community-based Paediatric
2. Physiotherapy service including community education and health promotion.
3. Possession of a postgraduate paediatric physiotherapy qualification.
4. Previous experience in supervising staff and students.

Appointment to this position is subject to the following:

- Evidence of current registration by the Physiotherapy 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.
- Evidence of current and valid driver's licence.
- Provision of the minimum identity proofing requirements in line with the standards set by the National Security Strategy.
- Successful criminal record screening clearance.
- Successful pre-employment integrity check.
- Successful pre-employment health assessment.

Certification

Created on
Insert date

Last Reviewed
13/01/2015

HSS Registered
24/10/2019

I verify that the details in this document are an accurate reflection of the requirements of the position.

Manager / Supervisor

Signature or HE Number

Date

As an Occupant of this position, I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Occupant Name

Signature or HE Number

Date