



HSS Registered

Maxillofacial Prosthetist Technician

Health Salaried Officers Agreement: Level G5

Position Number: 103247

Oral and Maxillofacial Surgery Unit /Service 4

Royal Perth Hospital / East Metropolitan Health Service (EMHS)

Reporting Relationships

Service/Medical Co-Director
Award Level: HSO/AMA
Position Number: 602505 / 602246



Head of Department
Award Level: AMA
Position Number: 602113



This Position



Directly reporting to this position:

Title	Classification	FTE
• Nil		

- Also reporting to this supervisor:
- Consultants
 - Senior Registrars
 - Registrars
 - Resident Medical Officers
 - Interns
 - Administration Assistant
 - Prosthodontist Dentistry

Key Responsibilities

Provide and coordinates the maxillofacial prosthetic service for eligible Royal Perth Hospital patients, and ensures personalised, safe, effective and timely patient care.

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.



Royal Perth Hospital staff share a strong sense of pride in the longstanding principles of Servio, Latin for 'to serve' which adorns our historic crest. The principles of this statement, adopted in 1937 bear testimony to the longstanding tradition of excellence in service that we strive to perpetuate into the future.

Brief Summary of Duties (in order of importance)

1. Clinical

- 1.1 Provide a specialised maxillofacial prosthetic service for eligible RPH patients.
- 1.2 Assess, design and construct all maxillofacial surgical, prostheses, appliances and orthognathic splints.
- 1.3 Assess, design and construct tissue integrated prostheses including bar, clip or magnet systems.
- 1.4 Fit patients with prostheses instructing them in the care and treatment of prosthesis and skin.
- 1.5 Utilises advanced practice skills in prosthodontics, implantology, ocular, auricular and nasal prosthetics, fixed and removable prosthodontics, including traditional and advanced digital treatment planning and prosthetic design.
- 1.6 Utilises an advanced knowledge of biomaterials science, craniofacial implants, silicone elastomers and gels, tissue engineering and bone substitutes and biocompatibility in the design and manufacture of facial and somatic prostheses.
- 1.7 Attend maxillofacial clinics to assist in clinical planning procedures, providing expert advice.
- 1.8 Practice radiation safety and infection control practices in the clinic.

2. Administration

- 2.1 Plan and administer the Maxillofacial Prosthetist Service.
- 2.2 Liaise with patients.
- 2.3 Ensures appropriate categorisation and prioritisation of the maxillofacial prosthetic patients for appointments.
- 2.4 General internal and external communications.
- 2.5 Maintain and order all supplies required within the Maxillofacial Prosthetist Service.
- 2.6 Keep adequate records of patients' treatment.
- 2.7 Monitor and maintain all equipment.
- 2.8 Ensures efficient use of physical resources.

3. EMHS Governance, Safety and Quality Requirements

- 3.1 Participates in the maintenance of a safe work environment.
- 3.2 Actively participates in the Peak Performance program.
- 3.3 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.
- 3.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 3.5 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.

4. 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. Possession of relevant qualifications in Maxillofacial Prosthetics.
2. Requires an extensive knowledge and experience in all prosthetic work, principles, techniques and biomaterials.
3. Demonstrate artistic ability in maxillofacial prosthetics.
4. Must be able to work as a member of a team.
5. Effective time management, communication and interpersonal skills.
6. Demonstrated knowledge of radiation safety and infection control principles and application in prosthetic practice.

Desirable Selection Criteria

1. Knowledge and experience of basic management principles and practices.
2. Experience of osseointegration techniques.
3. Demonstrate commitment/involvement in new technologies.
4. 3D planning and CAD/CAM for maxillofacial prosthetics, splints and appliances.
5. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- 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 30 October 2019
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