



HSS Registered

## Consultant – Occupational Medicine

**Medical Practitioners Agreement: Year 1-9**

**Position Number: 002102**

**Occupational Safety and Health**

**North Metropolitan Health Service**

### Reporting Relationships

Area Director Workforce  
HES Grade: A - Corporate  
Position Number: CG000782



Director Work Health and Safety  
HSO Level: G-12  
Position Number: CG008307



**This Position**



Also reporting to this supervisor:

- OSH Manager, G-8, 1.0 FTE
- OSH Manager – IM, G-8, 1.0 FTE
- Clinical Nurse Manager – OSH, SRN 3, 1.0 FTE

Directly reporting to this position:

Title	Classification	FTE
Nil.		

Other positions under control

- N/A

### Prime Function / Key Responsibilities

Provides clinical assessments for North Metropolitan Health Service (NMHS) staff members relating to their capacity for specific work requirements and provides advice on complex occupational safety and health (OSH) matters.

## **Brief Summary of Duties**

### **1. Clinical**

- 1.1 Conducts pre-employment medical assessments to determine each individual's ability to work safely in the role and work environment for which they have applied.
- 1.2 Conducts medical assessments to determine:
  - An individual's fitness for work
  - An individual's ability to undertake shift work, including their ability to work night duty
  - The fitness of staff members to return to work following an accident or incident at work
  - The fitness of staff members to return to work following a Workers' Compensation claim
- 1.3 Prepares medical reports and medico-legal reports.
- 1.4 Fulfills Australian Council on Health Care Standards regarding clinical record keeping and audit.
- 1.5 Conducts risk assessments of hazards and develops strategies to remove, reduce and/or control risks in areas such as: hazardous substances, chemical and biological substances, ergonomic/design, psychological, physical, and compliance/legal risks.
- 1.6 Participates in case conferences with management, human resources, OSH and injury management (IM) staff.
- 1.7 Provides expert medical advice and consultancy on Workers' Compensation and IM matters to OSH Department colleagues and other NMHS stakeholders as required.
- 1.8 Advises and authorises treatment related to infectious disease outbreak within NMHS sites / services.
- 1.9 Undertakes epidemiology assessments and determine the risk associated with infectious disease outbreaks. Provides practical strategies to remove, minimise and /or manage the risk.
- 1.10 Participates in the Continuous Professional Development programs as required by the relevant professional body.

### **2. Department Policy and Strategy**

- 2.1 Contributes to the development, implementation and review of Work Health and Safety policies procedures, strategies and plans.
- 2.2 Keeps abreast of trends and developments in Work Health and Safety and undertakes research on the reduction of risks.
- 2.3 Participates in a continuous process to monitor, evaluate and develop services and performance.
- 2.4 Liaises with WorkSafe on legislative and compliance matters.

### **3. NMHS Governance, Safety and Quality Requirements**

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

### **4. Undertakes other duties as directed.**

**Work Related Requirements**

**Essential Selection Criteria**

1. Eligibility for registration by the Medical Board of Australia and Fellowship of the Australian Faculty of Occupational and Environmental Medicine.
2. Demonstrated ability to conduct effective patient assessments in a structured process that relates the patient’s condition to the exact nature of the work they are employed to do.
3. Experience in the practical application of the legislative, regulatory and medico-legal aspects of occupational and environmental health and safety, to medical practice.
4. Demonstrated ability to access, interpret and critically appraise scientific information relevant to professional decision making.
5. Demonstrated ability to conduct, design and interpret investigations of health problems in occupational and environmental settings and to design and evaluate intervention strategies.
6. Experience in writing medico-legal reports.
7. Excellent communication and interpersonal skills with the ability to establish a rapport with staff members/patients and to liaise with a range of stakeholders in the course of their practice.

**Desirable Selection Criteria**

1. Eligibility for registration as an Appointed Medical Practitioner with WorkSafe WA.
2. 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
- 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: