



HSS Registered

Vocationally Registered General Practitioner

Medical Practitioners Agreement: Year 1-5

Position Number: 602268

Medical Oncology / Service 4

Royal Perth Hospital / East Metropolitan Health Service

Reporting Relationships

<p>Medical Co-Director Position Number: 602509 MP Year 1-9</p>	<p>Service 4 Co-Director Position Number: 602505 HSO Level G14</p>
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<p>Head of Department, Oncology MP Year 1-9: Position Number: 600500</p>
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<p>This Position</p>



Directly reporting to this position:		
Title	Classification	FTE
<ul style="list-style-type: none"> • Nil 		

← Also reporting to this supervisor:

- Consultants, Year 1-9
- Senior Medical Practitioners, Year 1-3

Key Responsibilities

The General Practitioner will, as a member of a multidisciplinary team, provide holistic best practice medical care. The General Practitioner is responsible for the provision of best practice, evidence-based work in collaboration with Radiology, Surgery, Medical Oncology, Nursing and other members of a multidisciplinary team with particular emphasis on holistic care of cancer survivors. Provides leadership, orientation, training, supervision and education, where relevant, for doctors in training and champions the role of General Practitioner in optimal cancer care in the community. Develops and implements the Hospital / Community GP shared care models and resources. In collaboration with the Clinical Lead and other Consultants works to achieve National, State and East Metropolitan Health Service (EMHS) performance standards and targets. Works within the Scope of Clinical Practice as defined and recommended by the EMHS Area Medical Credentialing Committee.

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

1. General Practitioner – General Surgery

- 1.1. Provides specialist medical services to patients of the Department and provides a consultation service on request for other patients.
- 1.2. Ensures clinical safety in all practices.
- 1.3. Takes a leadership and mentoring role for doctors in training and others within the Department.
- 1.4. Conducts regular clinical review and clinical management of patients (outpatient services) at appropriate intervals with doctors in training with a focus on the delivery of safe and quality patient care and discharge planning, ensuring that the medical record (including discharge summaries) is accurately up-dated after review of each patient.
- 1.5. Supports and liaises with patients, carers, colleagues, nursing, allied health, support staff, external agencies, general practitioners and the private sector to provide coordinated multidisciplinary care.
- 1.6. Provides medical reports and undertakes other administrative/management tasks as required.
- 1.7. Participates in departmental and other meetings as required to meet organisational and service objectives.
- 1.8. Participates in relevant clinical governance activities including regular clinical reviews, clinical audits, Root Cause Analysis (RCA) and morbidity/mortality reviews as required.
- 1.9. Attends to medico legal issues that arise concerning patients that have been under their care and advises the Head of Department about complaints they receive pertaining to themselves or other doctors.

2. Education/Training/Research

- 2.1. Engages in continuing professional development/education and ensures continuous eligibility for relevant specialist medical registration.
- 2.2. Participates in regular peer review and case review meetings.
- 2.3. Develops and participates in clinical research activities relevant to speciality.
- 2.4. Participates and assists in the continued medical educational activities of medical students, doctors in training, non-specialist medical officers, visiting medical practitioners, nurses, and other health workers (including formal presentations and/or tutorials as required).

3. EMHS Governance, Safety and Quality Requirements

- 3.1. Fulfils National Safety and Quality Health Services Standards requirements including but not limited to:
 - Participating in continuous safety and quality improvement actions, such as audits, reviews and drills that result in improvements to patient care, staff knowledge or the consumers experience and that align with actions described within the standard.
 - Participating with the development, implementation, reporting and monitoring of quality assurance measures and activities.
 - Ensuring records and statistics are kept in accordance with established procedures.
- 3.2. Undertakes performance development review of staff under their supervision and submits them to the Head of Department.
- 3.3. Initiates, implements and participates in audit, quality improvement and research activities in consultation with the Head of Department to systematically evaluate service delivery and meet customer needs.
- 3.4. Participates in relevant clinical governance committees including regular clinical reviews, Root Cause Analysis (RCA) and morbidity/mortality reviews as required and implements endorsed recommendations.
- 3.5. Attends to medico legal issues that arise concerning patients that have been under their care and advises the Head of Department about complaints they receive pertaining to themselves or other doctors.
- 3.6. Responsible for ensuring, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
- 3.7. Performs duties in accordance with Government, WA Health, East Metropolitan Health Service and Departmental / Program Specific Policies and Procedures including the relevant Occupational Safety and Health legislation, Equal Opportunity legislation and WA Health Code of Conduct.

4. Undertakes other duties as directed

Work Related Requirements

Essential Selection Criteria

1. Eligible for registration by the Medical Board of Australia and Fellowship of the Royal Australian College of General Practice.
2. Demonstrated extensive knowledge, clinical experience, judgement and skills in the practice of cancer survivorship including management of long-term complications of cancer treatments, psychological assessments and surveillance for recurrence of cancer.
3. Demonstrated experience and commitment to including patients in decision making regarding their care and to open disclosure if an adverse event occurs.
4. Demonstrated experience and commitment to working in a coordinated interdisciplinary team.
5. Demonstrated experience and commitment to audit, clinical teaching and clinical research as means to advance the medical care of future patients.
6. Demonstrated high level interpersonal, negotiation and conflict resolution skills with an ability to liaise effectively with patients, individuals and the multidisciplinary team.
7. Demonstrated knowledge and application of quality improvement principles and practices.

Desirable Selection Criteria

1. Post final fellowship subspecialty training and/or advanced education, research or quality improvement training or qualifications.
2. Knowledge of current clinical governance systems.
3. Knowledge of clinical service redesign to improve the systems of care for patients and integration of patients back into the community.
4. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on 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	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
Effective Date			Date
HSS Registration Details (to be completed by HSS)			
Created on		Last Updated on	May 2020