# Job description form

#### **HSS Registered**

# **Speech Pathologist**

**Health Salaried Officers Agreement: Level P1** 

Position Number: 113963, 000191 Speech Pathology Department / Service 6

Fiona Stanley Fremantle Hospital Group / South Metropolitan Health Service

### **Reporting Relationships**

Director Service 6 HSO Level: G14 Position Number: 113431

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Head of Department Speech Pathology HSO Level: P4 Position Number: 115508

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This Position

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Directly reporting to this position:

Title Classification

Nil

Also reporting to this supervisor:

Various

#### **Key Responsibilities**

As part of a multidisciplinary team provides Speech Pathology services to an allocated caseload requiring assessment, diagnosis and management of communication and swallowing disorders. Facilitates and promotes patient safety and quality of care. Practices as a Speech Pathologist as per the Speech Pathology Australia Code of Ethics, the Speech Pathology Australia Scope of Practice and SMHS policies and guidelines.

**FTE** 



# **Speech Pathologist | Level P1 | 113963, 000191**

## **Brief Summary of Duties** (in order of importance)

## 1. Specific Duties/Scope of Practice Relevant to Specialty

1.1. Flexibility to work across clinical specialties with the ability to pick up assigned case load when required.

#### 2. Clinical

- 2.1. Provides evidence based Speech Pathology services to patients/clients including assessment, intervention and evaluation of patients with communication and swallowing disorders and provides a consultation service on request for other patients.
- 2.2. Actively prioritises and coordinates own caseload including participating in clinical review meetings and case conferences as appropriate.
- 2.3. Educates patients/carers in post discharge management and organises discharge summaries/referrals to other services, as appropriate.
- 2.4. Supports and liaises with patients, carers, colleagues, medical, nursing, allied health, support staff, external agencies and the private sector to provide coordinated multidisciplinary care.
- 2.5. Completes clinical documentation and undertakes administrative tasks as required.
- Participates in departmental and other meetings as required to meet organisational and service objectives.
- 2.7. Participates in ongoing evaluation of clinical practice.
- 2.8. Assigns Speech Pathology interventions and tasks to assistants/support staff as appropriate, clinically/professionally supervises assigned work and obtains feedback on patient progress and clinical issues.

### 3. Education/Training/Research

- 3.1. Engages in continuing professional development/education and ensures continuous eligibility for membership of Speech Pathology Australia (SPA) as per essential criterion 1.
- 3.2. Participates in supervision, professional development and clinical consultation activities with the supervising Senior Speech Pathologist.
- Assists with supervision and development of students and others as directed by senior staff.
- 3.4. Develops and participates in evidence based clinical research activities where required.

# 4. SMHS Governance, Safety and Quality Requirements

- 4.1. Participates in the maintenance of a safe work environment.
- 4.2. Participates in an annual performance development review.
- 4.3. 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.
- 4.4. Completes mandatory training (including safety and quality training) as relevant to role.
- 4.5. Performs duties in accordance with Government, WA Health, South Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 4.6. Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

### 5. Undertakes other duties as directed.

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## **Work Related Requirements**

#### **Essential Selection Criteria**

- 1. Tertiary qualification in Speech Pathology and eligible for full membership of Speech Pathology Australia (SPA).
- Demonstrated knowledge, skills and experience in assessment, treatment and evaluation within Speech Pathology practice.
- 3. Demonstrated time management and organisational skills and ability to coordinate an assigned caseload.
- 4. Demonstrated effective interpersonal, written and verbal communication skills.
- 5. Demonstrated ability to work effectively in an interdisciplinary team and provide patientcentric care.

#### **Desirable Selection Criteria**

- 1. Demonstrated experience in speech pathology practice within an acute hospital setting.
- 2. Knowledge of quality improvement principles.
- 3. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

## **Appointment Prerequisites**

Appointment is subject to:

- Evidence of eligibility for or current full membership of Speech Pathology Australia (SPA) must be provided prior to commencement.
- Provision of the minimum identity proofing documents.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

#### Certification

The details contained in this doc responsibilities and other requir				duties,	
Lisa Majteles		•	He74324	5/6/2020	
Manager / Supervisor Name	Signature	or	HE Number	Date	
Dept. / Division Head Name	Signature	or	HE Number	Date	
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As Occupant of the position I ha other requirements as detailed in			nt of duties, respo	nsibilities and	
			HE Number	Date	
other requirements as detailed in	n this docume	ent.			
Occupant Name	Signature	or ISS)	HE Number		