



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

WA Country Health Service		Position No:	610104
Division:	South West	Title:	Consultant – Physician – General Medicine
Branch:	Bunbury Hospital	Classification:	MP Level Year 1-9
Section:	Clinical Services	Award/Agreement	Medical Practitioners Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title:	Director Medical Services
	Classification:	MP Year 1-9
	Position No:	614490



Responsible To	Title:	Head of General Medicine
	Classification:	MP Year 1-9
	Position No:	615672



This position	Title:	Consultant – Physician – General Medicine
	Classification:	MP Year 1-9
	Position No:	610104



OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

<p>Title</p> <ul style="list-style-type: none"> Consultants Registrars Junior Doctors



Positions under direct supervision:	← Other positions under control:												
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Position No.</th> <th style="width: 70%;">Title</th> </tr> </thead> <tbody> <tr> <td></td> <td>Medical Registrars</td> </tr> <tr> <td></td> <td>Resident Medical Officers – General Medicine</td> </tr> <tr> <td></td> <td>Interns</td> </tr> </tbody> </table>	Position No.	Title		Medical Registrars		Resident Medical Officers – General Medicine		Interns	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Category</th> <th style="width: 30%;">Number</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Category	Number		
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Section 3 – KEY RESPONSIBILITIES

Provision of General Physician services at Bunbury Hospital inclusive of direct clinical care of patients, supervision and teaching of junior medical staff and undertaking safety and quality initiatives.

WA Country Health Service
South West

8 December 2020

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The WA Country Health Service (WACHS) is the largest country health system in Australia and one of the biggest in the world, providing health services to over half a million people, including over 50,000 Aboriginal people, over a vast two and a half million square kilometres area.

WA Country Health Service hospitals handle almost as many births as the State’s major maternity hospital – and 40% of the State’s emergency presentations. The range of health services provided include acute inpatient and emergency care, population and public health, mental health, Aboriginal health, aged care and includes increasing number of services provided by telehealth video-conferencing.

Our dedicated and committed staff work hard to fulfil our vision of Healthier country communities through partnerships and innovation, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

OUR MISSION

To deliver and advance high quality care for country WA communities

OUR VISION

To be a global leader in rural and remote healthcare

OUR STRATEGIC PRIORITIES

Caring for our patients - Providing safe, patient-centred care, ensuring the needs of our patients are at the core of everything we do

Addressing disadvantage and inequity - Delivering focussed and accessible services for those who need it most

Building healthy, thriving communities - Supporting country people to be as healthy as they can be and continuing to play our part in the economic and social viability of country communities

Delivering value and sustainability - Ensuring that the services we provide are sustainable and we are transparent about our performance

Enabling our staff - Supporting our staff to deliver great care, empowering them to learn, grow, innovate and lead

Leading innovation and technology - Embracing innovation and technology to create a safer, more connected and equitable health system

Collaborating with our partners - Partnering to deliver more integrated services that improve patient outcomes and experience, giving consumers more choice and control

OUR VALUES

Community – We live and work in country communities. We are invested in the health, wellness and viability of country communities and the vibrancy, diversity and future of country WA.

Compassion – We are inclusive, respectful, and considerate. We care deeply about the people in our care and country communities.

Quality – We provide safe, high-quality care, constantly striving to innovate, improve and achieve trust in our care.

Integrity – We bring honesty, collaboration and professionalism to everything that we do.

Equity – We are passionate about fairness in healthcare for all Western Australians, especially the most vulnerable and disadvantaged people and communities.

Curiosity – We continually enquire and seek to understand, using the best evidence, insight and research to improve care.

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Section 4 – STATEMENT OF DUTIES

Duty No.	Details	Freq.	%
1.0	CLINICAL DUTIES		
1.1	Provides a general medicine service. Service provision will be in accordance with departmental needs during normal working hours and as rostered for after hours and weekends. Service provision will encompass inpatient, outpatient and day care as determined and may vary from time to time depending on organisational needs, objectives, organisational KPIs.		
1.2	Commits to highest professional standards and ethics.		
1.3	Demonstrates excellence in interpersonal skills when dealing with patients, colleagues, nursing, allied health and support staff.		
1.4	Commits to a team-based approach to clinical care.		
1.5	Participates in departmental and other meetings as required to meet organisational and service objectives.		
1.6	Provides medical reports and other management tasks as appropriate. Ensures the ongoing application of Continuous Quality Improvement principles in systematically evaluating and meeting customer needs.		
1.7	Responsible for ensuring that discharge summaries are accurately completed and on time.		
1.8	Works with hospital management in enabling effective patient flow through the hospital.		
2.0	TEACHING		
2.1	Supervises junior medical staff including assessment of staff performance in relation to clinical competence, adherence to departmental protocols, timely and accurate documentation, communication with patients, relatives, peers, other staff and doctors in other hospitals and the community.		
3.0	RESEARCH AND DEVELOPMENT		
3.1	Undertakes clinical research activities as appropriate.		
3.2	Participates in professional continuing educational activities, regular performance review and has a commitment to maintain and update knowledge and skills.		
4.0	OTHER DUTIES		
4.1	Participates in performance management appraisals.		
4.2	Ensures relevant occupational safety and health practices are implemented and maintained.		
4.3	Other duties as directed by the Head of Department Medicine and/or Director Medical Services.		
	The occupant of this position will be expected to comply with and demonstrate a positive commitment to the WACHS values and the highest achievement in demonstrating positive commitment to Equal Employment Opportunity, Occupational Safety & Health, Public Sector Standards, Code of Conduct, Code of Ethics, Quality Improvement, Performance Management, Customer Focus, Disability Services Act and Confidentiality throughout the course of their duties.		

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Section 5 – SELECTION CRITERIA

ESSENTIAL

1. Eligible for registration with the Medical Board of Australia
2. Fellowship of the Royal Australian College of Physicians (RACP) or equivalent at the date of commencing duties.
3. Demonstrated extensive experience in general medicine relevant in a hospital setting.
4. Demonstrated experience and commitment to clinical teaching.
5. Demonstrated experience in quality improvement.
6. Demonstrated effective interpersonal skills at an individual and team level.
7. Demonstrated team management skills.
8. Current knowledge of legislative and regulatory requirements in the areas of Equal Opportunity, Disability Services and Occupational Safety & Health, and how these impact on employment, people management and service delivery.
9. Eligible for / or in possession of a current C or C-A Class drivers licence.

DESIRABLE

1. Post final Fellowship exam subspecialty or academic training, qualifications or specialty interest in the fields of Cardiology, Endocrinology, Gastroenterology, Infectious Diseases, Neurology/Stroke Medicine, Renal Medicine, Rheumatology or Medical Oncology.
2. Demonstrated experience in conducting or supporting clinical research.
3. Willingness to provide Visiting Medical Officer (VMO) Specialist Medical Services at the co-located St John of God Hospital and Medical Centre.

Section 6 – APPOINTMENT FACTORS

Location	Bunbury	Accommodation	As determined by the WA Country Health Service Policy
Allowances/ Appointment Conditions	Appointment is subject to: <ul style="list-style-type: none"> • Evidence of registration by Medical Board of Australia must be provided prior to commencement. • Evidence of Fellowship of the Royal Australian College of Physicians (RACP) or equivalent. • Provision of the minimum identity proofing requirements. • Successful Criminal Record Screening clearance. • Successful Pre- Employment Health Assessment. • Successful WA Health Integrity check. • Successful Working With Children (WWC) check. • Evidence of current C or C-A class drivers licence. • Completion of training for Mandatory Reporting of Child Sexual Abuse. 		
Specialised equipment operated			

Section 7 – CERTIFICATION

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Signature and Date: ____/____/____
Executive Services

Signature and Date: ____/____/____
Chief Executive Officer

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

Name	Signature	Date Appointed	Date Signed

WA Country Health Service South West 8 December 2020 REGISTERED
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