

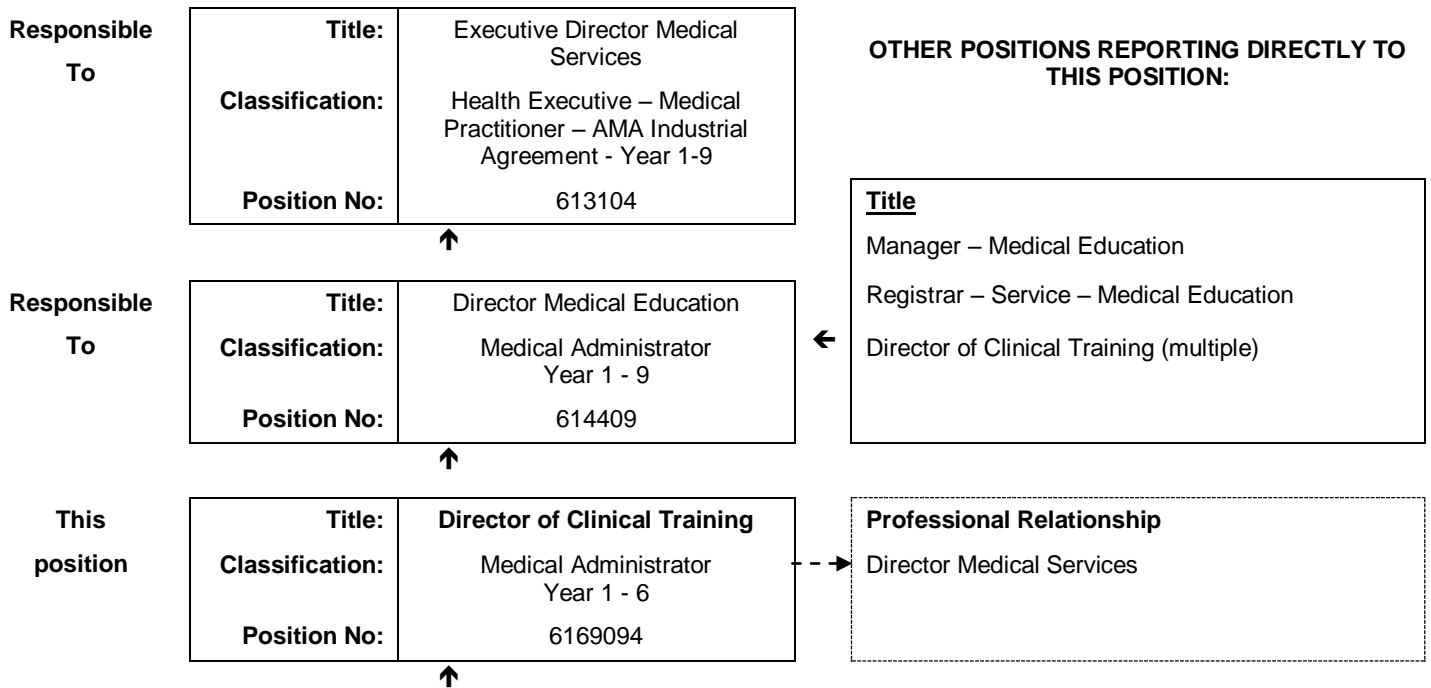


## JOB DESCRIPTION FORM

### Section 1 – POSITION IDENTIFICATION

WA Country Health Service		<b>Position No:</b>	616094
<b>Division:</b>	Central Office	<b>Title:</b>	<b>Director of Clinical Training</b>
<b>Branch:</b>	Medical Services	<b>Classification:</b>	District Medical Officer Year 1 - 6 North of the 26° South Latitude
<b>Section:</b>	Medical Education Unit	<b>Award/Agreement</b>	Medical Practitioners Agreement

### Section 2 – POSITION RELATIONSHIPS



<b>Positions under direct supervision:</b>	<b>← Other positions under control:</b>				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Position No.</td> <td style="width: 50%; text-align: center;">Title</td> </tr> </table>	Position No.	Title	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Category</td> <td style="width: 50%; text-align: center;">Number</td> </tr> </table>	Category	Number
Position No.	Title				
Category	Number				

### Section 3 – KEY RESPONSIBILITIES

Co-ordinate and provide medical education for prevocational and vocational doctors and play an integral role in their medical education experience. Work with the WACHS Director of Medical Education (DME) and with the regional Director Medical Services (DMS) to contribute to the planning, development and implementation of the various components of the rural generalist training program. In liaison with the WACHS DME ensure the health service complies with the Postgraduate Medical Council of WA (PMCWA) and Australian General Practice Training (AGPT) accreditation requirements. Act as a conduit for information between the WACHS regional medical education units and the central WACHS Medical Education unit, directors and other staff.

<b>TITLE</b>	Director of Clinical Training	<b>POSITION NO</b>	616094
		<b>CLASSIFICATION</b>	MP Year 1 - 6



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.

<b>TITLE</b>	Director of Clinical Training	<b>POSITION NO</b>	616094
		<b>CLASSIFICATION</b>	MP Year 1 - 6

#### Section 4 – STATEMENT OF DUTIES

Duty No.	Details	Freq.	%
<b>1.0</b>	<b>ORGANISATIONAL</b>		
1.1	Develop, coordinate and promote the rural generalist training program.		
1.2	Contribute to the planning, delivery and evaluation of Junior Medical Officer (JMO) orientation and education programs.		
1.3	Assist in establishing in junior doctors a commitment to lifelong learning.		
1.4	Promote a sense of professional responsibility and ethics amongst JMOs.		
1.5	Liaise with term supervisors regarding JMO issues.		
1.6	Act as a resource and mentor for clinical teachers.		
1.7	Liaise with other DCTs within Western Australian Hospitals.		
1.8	Attend relevant State-wide DCT meetings and support initiatives generated through such meetings and conferences.		
1.9	Participate in DCT succession planning.		
<b>2.0</b>	<b>EDUCATION</b>		
2.1	Actively participate in educational programs and willingly implement further educational reforms consistent with the strategies approved by the relevant national and statewide clinical education and training committees.		
2.2	Ensure education programs are developed consistent with the Australian Curriculum Framework for JMOs.		
2.3	Role model effective teaching on the run strategies and support other clinicians to develop effective teaching skills so that the best use is made of educational opportunities in the delivery of day-to-day services.		
2.4	Ensure that clinical unit/term supervisors are aware of their educational and training responsibilities for JMOs in their units.		
<b>3.0</b>	<b>ORIENTATION, SUPERVISION, ASSESSMENT, FEEDBACK AND EVALUATION</b>		
3.1	Collaborate with clinical unit/term supervisors regarding the appropriate management of JMO issues and the development and monitoring of plans to address matters of performance and clinical competence.		
3.2	Regularly meet with individual JMOs to assess their general progress, including feedback about their performance.		
3.3	Provide appropriate, leadership, mentoring and role modelling and act as an advocate for JMOs.		
3.4	Provide career advice and counselling to JMOs.		
3.5	Identify JMOs with special needs and ensure systems of support are implemented and effective.		
<b>4.0</b>	<b>ACCREDITATION</b>		
4.1	Oversee preparation of documentation and assist the hospital to maintain or obtain its accreditation status with the PMCWA and AGPT.		
<b>5.0</b>	<b>OTHER</b>		
5.1	Welcome medical students to JMO education sessions and offer career advice and/or mentoring.		
5.2	Participate in Committees and other meetings as requested.		
5.3	Other duties as directed by Director Medical Services and Director Medical Education.		
<p>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 &amp; 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.</p>			

<b>TITLE</b>	Director of Clinical Training	<b>POSITION NO</b>	616094
		<b>CLASSIFICATION</b>	MP Year 1 - 6

**Section 5 – SELECTION CRITERIA**

**ESSENTIAL**

1. Eligible for registration by the Medical Board of Australia.
2. Fellowship of a relevant Specialist College including Royal Australian College of General Practitioners/Australian College of Rural and Remote Medicine.
3. Previous experience as a proceduralist or generalist in rural Australia.
4. Significant experience in the education of junior medical staff.
5. Experience in the development of medical education in a rural context.
6. Demonstrated communication skills, including advocacy and negotiation.
7. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.
8. Current C class drivers licence.

**DESIRABLE**

1. Previous experience in coordinating medical education activities.
2. Knowledge and implementation of adult learning principles.

**Section 6 – APPOINTMENT FACTORS**

<b>Location</b>	Broome	<b>Accommodation</b>	As determined by WA County Health Service (WACHS) Policy
<b>Appointment Conditions/ Allowances</b>	<p>Appointment is subject to:</p> <ul style="list-style-type: none"> <li>• Evidence of registration by the Medical Board of Western Australia must be provided prior to commencement.</li> <li>• Provision of the minimum identity proofing requirements.</li> <li>• Successful Criminal Record Screening clearance</li> <li>• Successful Pre-Employment Health Assessment</li> <li>• Successful WA Health Integrity Check</li> <li>• Successful Working With Children Check</li> <li>• Completion of training for Mandatory Reporting Of Child Sexual Abuse</li> <li>• Successful Aged Care Criminal Record Clearance</li> <li>• Evidence of a current C Class drivers licence</li> </ul> <p>Allowances Where applicable - District Allowance, Annual Leave Travel Concession, one week additional Annual leave for above the 26th parallel, air conditioning subsidy.</p>		

**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

