



## Job Description Form

HSS to enter JDF registration details here

### Consultant – Obstetrician and Gynaecologist

Medical Practitioners Agreement: MP Year 1-9

Position Number: 00016528

Obstetrics/Gynaecology, Osborne Park Hospital

Women and Newborn Health Service

#### Reporting Relationships

Medical Co-Director  
 Consultant Year 1-9  
 Position Number: 00016528



Head of Department Obstetrics and Gynaecology  
 Consultant Year 1-9  
 Position Number: 00016527



**This Position**



Also reporting to this supervisor:

- NA

Directly reporting to this position:

Title	Classification	FTE

Other positions under control

- NA

#### Prime Function / Key Responsibilities

As part of a multidisciplinary team provides specialist tertiary services to patients. Promotes patient quality and safety and provides leadership, training, supervision and education, where relevant, for doctors in training and other health workers in collaboration with other Consultants and the Head of Department/Unit. Works within the scope of clinical practice as defined by the Health Service Credentialing Committee.

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

### 1. Clinical

- Provides specialist services to patients of the Department and provides a consultation service on request for patients outside of the Department.
- Undertakes clinical duties in the Department at the direction of the Co-Director/Head of Department/Head of Unit including participation on-call and callback cover as rostered.
- Accepts appropriate referrals from doctors external and internal to WNHS.
- Ensures clinical safety in all practices.
- Takes a leadership and mentoring role for doctors in training and others within the Department.
- Conducts regular clinical review and clinical management of patients (inpatient and 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.
- 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.
- Provides medical reports and undertakes other administrative/management tasks as required.
- Participates in departmental and other meetings as required to meet organisational and service objectives.
- Participation on hospital, state and national committees
- Participates in relevant clinical governance activities including regular clinical reviews, clinical audits, Root Cause Analysis (RCA) and morbidity/mortality reviews as required.
- 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.
- Twenty percent of a practitioner's duties shall be allocated for non-clinical duties. Non-clinical means duties not directly associated with the diagnosis or management of a particular patient or teaching. They may include administration, attendance at departmental meetings, audit or other quality assurance activities.

### 2. Education/Training/Research

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

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

- Ensures, the provision of a safe working environment in consultation with staff under their supervision and escalates concerns accordingly.
- Participates in an annual performance development review.
- Supervises and acts as a resource for junior medical staff in the assessment of patients, development of care plans, implementation and evaluation of medical care. Supports the delivery of safe patient care and the consumers' experience including identifying, facilitating and participating in continuous safety and quality improvement activities, and ensuring services and practices align with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- Completes mandatory training (including safety and quality training) as relevant to role.
- Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.

## **Consultant Obstetrician & Gynaecologist | Year 1-9 | 00016528**

- 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. Eligible for registration by the Medical Board of Australia.
2. Fellow of the Royal Australian and New Zealand College of Obstetricians and Gynaecologists (*RANZCOG*) or equivalent that is recognised for registration as a specialist with the Medical Board of Australia or equivalent specialist qualifications with RCOG.
3. Demonstrated familiarity with and expertise in contemporary clinical practice.
4. Demonstrated commitment to clinical research.
5. Commitment to and demonstrated ability in clinical teaching.
6. Commitment to personal professional development.
7. Demonstrated ability to participate in multidisciplinary team.
8. Demonstrated ability to liaise, communicate and maintain effective interpersonal relationships.
9. Demonstrated ability to participate in the establishment and maintenance of clinical protocols.
10. Demonstrated expertise in clinical audit and in the application of continuous quality improvement principles.
11. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

### **Desirable Selection Criteria**

1. Experience in undergraduate and post graduate teaching.
2. Interest in colposcopy.
3. Interest in advanced laparoscopic surgery and/or pelvic floor surgery.

### **Appointment Prerequisites**

Appointment is subject to:

- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- 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/HE:  
Date:

### **Position Occupant**

Name:  
Signature/HE:  
Date: