



HSS Registered

Registrar Medical Physicist
Health Salaried Officers Agreement: Level P1
Position Number: 601482
Health Technology Management Unit
Corporate Services & Contract Management
East Metropolitan Health Service (EMHS)

Reporting Relationships

Area Director
Award Level: G13
Position Number: 103229



Principal Medical Physicist
Award Level: P6
Position Number: 103184



This Position



Directly reporting to this position:

Title	Classification	FTE
• Title	Award; Level	FTE

← Also reporting to this supervisor:

- Snr Med Physicist, Level P4, 1 FTE
- Snr Med Physicist, Level P3, 3 FTE
- Medical Physicist, Level P2, 3 FTE
- Technical Officer; G3/4&5; 2 FTE
- Clinical Nurse, Level 2, 1 FTE

Key Responsibilities

Participate in and complete the radiology and/or nuclear medicine medical physics training, as required, education and accreditation program (TEAP), including the academic course requirements MSc (Medical Physics) and clinical training to become an accredited Radiology and/or Nuclear Medicine Medical Physicist. Participate in the radiology and/or nuclear medicine medical physics working environment, gain expertise in the use and selection of equipment and procedures used by medical physicists. Actively participate in the Department's continuous Quality Improvement Program.

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.

Brief Summary of Duties (in order of importance)

1. Medical Physicist Registrar

- 1.1 Complete the Master of Science (Medical Physics) degree or PhD equivalent as required by the Australasian College of Physical Scientists and Engineers in Medicine (ACPSEM) for the Training, Education and Accreditation Program (TEAP).
- 1.2 Meet the requirements outlined in the TEAP Handbook for Diagnostic Imaging Medical Physics (DIMP) and progress through the three stages of training. Complete the required learning outcomes across all key areas.
- 1.3 Work towards and attain successful certification in ACPSEM Diagnostic Imaging Medical Physics (DIMP).
- 1.4 Assists with the management of radiation protection and QA services. Assists in the provision, maintenance and development of quality assurance, safety assurance, and acceptance testing services for imaging devices, therapeutic equipment and lasers.
- 1.5 Assists in the provision of a comprehensive radiation protection service for the hospital and other relevant clients. Investigates, assesses and institutes remedial action following accidents and incidents.
- 1.6 Carries out the acquisition and radiation safety aspects of the administration of radioisotopes for patient therapy.
- 1.7 Provides advice to patients and all levels of hospital personnel on scientific, managerial and legal aspects of radiation.
- 1.8 Assists with the management of radiation licensing, registration and records systems for the Hospital and coordination of submissions for State Licences and Registrations.
- 1.9 Assists in carrying out routine quality assurance and calibration checks on equipment and identifies and rectifies equipment faults.
- 1.10 Assists in establishing and maintaining Diagnostic Reference Levels for required imaging procedures at RPH and other institutions as required.
- 1.11 Assists in evaluating, investigating and recommending new methods, protocols, tests and equipment for the Clinical Physics division.
- 1.12 Designs and writes computer programs using various computer packages as required.
- 1.13 Acquires and communicates knowledge in specialty areas, including active participation and presentation at seminars and scientific meetings.
- 1.14 Assists in initiating and designing, and participates in imaging and radiation related projects aimed at improving work practices and patient care.
- 1.15 Quantifies analyses and documents work practices in imaging and radiation physics in accordance with the requirements of (i) the Divisional quality system, (ii) the Hospital's ACHS accreditation, and (iii) provision of the highest level of customer service.

2. EMHS Governance, Safety and Quality Requirements

- 2.1 Participates in the maintenance of a safe work environment.
- 2.2 Participates in an annual performance development review.
- 2.3 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.
- 2.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 2.5 Performs duties in accordance with Government, WA Health, East Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 2.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

3. Undertakes other duties as directed.

Work Related Requirements

The following criteria should be read together with the Brief Summary of Duties and considered in the context of the EMHS Values.

Essential Selection Criteria

1. Tertiary qualification in Physics and eligible for associate membership of the Australasian College of Physical Scientists and Engineers in Medicine (ACPSEM).
2. Eligibility to undertake training towards certification as a Radiology or Nuclear Medicine Medical Physicist with the Australasian College of Physical Scientists and Engineers in Medicine (ACPSEM).
3. Eligibility to enrol in an accredited Master of Science (Medical Physics) course.
4. A high degree of personal initiative and a willingness to achieve high standards of professional practice.
5. Well-developed communication and interpersonal skills.
6. Ability to work both independently and as part of a team.
7. Well-developed analytical and organisational skills.
8. Commitment to Continuous Quality Improvement Principles and their practical application in evaluating and meeting customer requirements.

Desirable Selection Criteria

1. Masters degree or higher degree in Medical Physics, or substantial progress toward such a degree.
2. Licence to perform testing for the WA Compliance Testing Program.
3. ACPSEM Certification in Radiology and/or Nuclear Medicine Medical Physics.
4. Experience in Radiation Safety.
5. Experience of a working environment in which has implemented a Quality Management System such as ISO 9001.
6. Experience in Medical Physics and experience in the health care environment, involving direct interaction with patients.
7. 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 associate membership of the Australasian College of Physical Scientists and Engineers in Medicine (ACPSEM) 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.

Anita Reed

HE44580

Manager / Supervisor

Signature or

HE Number

Date

John Burrage

HE14864

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

Date

Effective Date

HCN Registration Details (to be completed by HSS)

Created on

Last Updated on

August 2023