



Job Description Form



Community | Compassion | Quality

Integrity | Equity | Curiosity

Position Title

Position number: 613104

Executive Director Medical Services

WA Country Health Service

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 approximately half a million people, including 45,000 Aboriginal people, over a vast two and a half million square kilometres area.

The range of health services provided cover population health, mental health, Aboriginal health and aged care.

Our dedicated and committed staff work hard to fulfil our purpose Working together for a healthier country WA, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

About the WA Country Health Service

Our Strategic Priorities



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.

Our Vision

To be a global leader in rural and remote healthcare.

Our Mission

To deliver and advance high quality care for country WA communities.

Directorate overview

The Directorates of Medical Services provides strategic leadership and oversight for WACHS for Medical Workforce, including recruitment, credentialing, medical education, and medicolegal matters, and contributes to decision making on WACHS wide issues. The Directorate works collaboratively with the WACHS Executive and staff to deliver patient centred, high quality, value-based health services to WA’s regional and remote population.

This directorate works collaboratively with the WACHS Executive and staff to deliver patient centred, high quality, value-based health services which enable a positive environment for change and improvements in patient experience within WA’s regional and remote population.

We aim to provide care and services that meet our values of community, compassion, quality, integrity, equity and curiosity.

Our Directorate actively supports and encourages diversity and inclusion across all occupational groups through the development and implementation of initiatives aimed at accessing and improving employment and mentoring opportunities for all people. Our strategies are located at www.wacountry.health.wa.gov.au.

Position Details

Position Number:	613104	Registration Date:	19 July 2024
Classification:	Consultant Year 1-9	Location:	Central Office
Award / Agreement:	WA Health System AMA Industrial Agreement		
Organisational Context:	Clinical Excellence and Medical Services		

Position Overview

This position leads and is accountable for the strategic direction and delivery of the WACHS program for medical workforce, medical education, medical reform and medicolegal within WACHS, ensuring strong engagement across the organisation, with the aim of fostering a capable, supported and sustainable workforce.

This position works collaboratively with the Executive Teams and clinical staff to achieve the delivery of patient centred, high quality, value-based health service to WA’s regional and remote population and contributes to decision making on WACHS wide issues.

This position is expected to provide high level clinical advice to the Executive, and to be involved in leading reform and shaping the strategic direction for WACHS.

Reporting Relationships

Responsible to:

607831
Chief Executive Officer



This position:

613104
Executive Director Medical Services



Positions under direct supervision:

Director Medical Education
Director Business Enablement
Director Medical Services Strategy & Reform – TBC
Program Manager
Manager Medical Workforce
Medico-Legal Consultant

Other positions reporting to this position:

Chief Operating Officer
Director – Office of the CEO
Executive Director Nursing and Midwifery
Executive Director Business Services
Executive Director Clinical Services
Executive Director Mental Health
Executive Director Health Programs
Executive Director Innovation and Development
Executive Director Strategy and Change
Executive Director People, Capability and Culture
Executive Director Major Projects
Area Director Infrastructure
General Counsel



Executive Coordinator 7 x Regional Director Medical Services >20 x Contracted Medical Practitioners	
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Key Duties/Responsibilities

1. Medical Leadership and Strategic Management

- 1.1. Provides strategic leadership for WACHS on relevant clinical and workforce issues, in collaboration with Executive Director Clinical Excellence, Medical Directors, Regional Directors and other executive staff.
- 1.2. Active identification and escalation of high level and emergent medical workforce issues and risks to the Chief Executive and the board.
- 1.3. Maintains an expert awareness of industry research, trends, issues and developments in relation to medical services.
- 1.4. Liaises and manages organisational relationships with relevant external bodies, including medical regulatory authorities, the AMA, other professional medical associations, independent agencies and tertiary institutions.
- 1.5. Manages strategic medical initiatives and projects as required for the WACHS.
- 1.6. Leads, participates in, and supports systems development within WACHS to ensure organisational strategy and objectives are met, and organisational performance is supported.
- 1.7. Provides input to industrial negotiations and industrial matters as required, in collaboration with Department of Health Industrial Relation Services.
- 1.8. Provides professional support and mentoring to senior medical staff as required and contributes to leadership developments initiatives for WACHS staff.
- 1.9. Interfaces with the DoH Chief Medical Officer's office, in relation to country specific and whole of system medical related matters.
- 1.10. Chairs and manages the medical leadership forum for WACHS, ensuring balanced workforce representation.
- 1.11. Establishes area wide standards for the management of clinical privileges and credentialing.
- 1.12. Participates in quality and accreditation initiatives for WACHS, demonstrating medical leadership in quality management.
- 1.13. Sponsors the development and maintenance of the WACHS Ethics Committee.
- 1.14. Ensures actions and initiatives arising from senior medical and other committees internal and external to WACHS are progressed.
- 1.15. Represents WACHS on relevant state and local committees, forums and working groups.
- 1.16. Leads, participates in, and supports the development of systems within WACHS to ensure organisational strategy and objectives are met, and organisational performance is supported.

2. Medical Workforce Management

- 2.1. Maintains an expert awareness of relevant trends and issues in relation to the medical workforce and develops relevant organisational strategy.
- 2.2. Monitors medical workload, develops workload management systems and assesses resource management issues and provides related advice to WACHS Directors.
- 2.3. Identifies, supports and facilitates medical change management initiatives across WACHS workforce. Accountable for financial and resource management of programs and staff under control.
- 2.4. Responsible for the direct supervision, control and performance management of Regional Director Medical Services and Contracted Medical Practitioners (CMP).

3. Policy and Planning

- 3.1. Provides high level policy advice on medical workforce issues for WACHS.
- 3.2. Oversees programs for the development of medical and related clinical policies for WACHS with particular emphasis on evidence-based practice.
- 3.3. Monitors, reviews and evaluates medical policy for WACHS.
- 3.4. Identifies policy requirements and directs the development and dissemination of relevant policy as required.
- 3.5. Contributes to strategic and operational planning at whole of organisation and sub-unit levels as required.
- 3.6. In conjunction with the Executive Director Clinical Excellence, supports and provides input into key reforms and strategic plans.

4. Other

- 4.1. Other duties as required.



Work Related Requirements

The following criteria are to be read together with the Brief Summary of Duties and considered in the context of the WACHS Values.

Essential

1. Eligible for registration by the Medical Board of Australia and possession of an appropriate Fellowship.

2. Shapes and manages strategy

The position requires the ability to inspire a sense of purpose and direction, to focus strategically on matters of critical importance to the organisation, to harness relevant information and act on opportunities. Requires demonstration of high-level judgement, initiative and common sense.

3. Achieves results

Achieves results within area of accountability. Shows the ability to build organisational skill and responsiveness, marshal professional expertise, steer and implement change, deal with uncertainty and deliver intended results. Requires the ability to deliver outcomes while ensuring effective management of financial, physical, technological and information requirements to support quality service delivery.

4. Builds productive relationships

Requires the ability to nurture internal and external relationships, facilitate cooperation and partnerships, value individual difference and diversity and guide, coach and develop people across the organisation.

5. Exemplifies personal integrity and self-awareness

Demonstrates professionalism and probity and a commitment to safe and high-quality service delivery. Engages with risk and shows personal courage, commits to action, displays resilience, demonstrates self-awareness and shows an ongoing commitment to personal development.

6. Communicates and influences effectively

Communicates clearly, listens, understand and adapts to audience, negotiates persuasively. Engages appropriately both internally and externally to the organisation.

7. 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.

Appointment Pre-requisites

Appointment is subject to:

- Evidence of registration by the Medical Board of Australia must be provided prior to commencement.
- Provision of the minimum identity proofing requirements
- Successful Criminal Record Screening Clearance
- Successful Pre-Employment Health Assessment
- Successful WA Health Integrity Check
- Evidence of a current C or C-A Class driver's licence or other specialised licence class
- Ability to travel within the region as required including overnight stays.

