



Job Description Form



GOLDFIELDS

Landscape Photos: Tourism Western Australia

Position Title

Position number: 614493

Registrar – Service - General

Regional Overview

The Goldfields region of the WA Country Health Service covers the Goldfields-Esperance Region of Western Australia. The region is located in the south eastern corner of Western Australia and covers 770,488 sq km (including offshore islands). The WA Country Health Service Goldfields consists of two main health campuses located in Kalgoorlie & Esperance, and three smaller hospitals located in Laverton, Leonora and Norseman. The Goldfields is a culturally rich region with a number of Aboriginal communities spread out across the region, 16 distinct Aboriginal language groups and an Aboriginal population that represents 12.3 per cent of our total population, with 1 in 10 people, on average, identifying as Aboriginal – this in comparison to the state average of 3.6 per cent. The region supports a wide range of industry, including mining, agriculture, aquaculture and tourism. Mining is the predominant sector in the central and northern parts of the region, with a well-established agricultural sector in the south.

About the WA Country Health Service

Our Strategic Priorities



Our Vision

To be a global leader in rural and remote healthcare.

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 live 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 Mission

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

Directorate Overview

This portfolio provides the region with medical leadership and governance. It also supports the following: medical and surgical specialities and visiting medical practitioners. This portfolio has a regional focus on medical workforce (engagement and clinical training), regional improvement, safety, quality and risk management.

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:	614493	Registration Date:	February 2025
Classification:	MP Year 1-7	Location:	Kalgoorlie
Award / Agreement:	Medical Practitioners Agreement		
Organisational Context:	Regional		

Position Overview

Provides a high standard of medical care to patients in Kalgoorlie Health Campus.

Reporting Relationships

Responsible to:

615743: Director Medical Services



This position:

614493: Registrar – Service - General
MP Year 1-7



Positions under direct supervision:

Medical Interns



Other positions reporting to this position:

601525: Consultant Physician General Medicine
601558/616663/616664: Consultant Surgeon General Surgery
601578/614289/614290: Consultant Paediatrician - General
601592/616134/616660: Senior Medical Practitioner
601595/616661/616662: Consultant Obstetrician and Gynae
601920/601921/616655/616656/616657: Health Service Medical Practitioner
613198/615739/615740/616667/616668: Consultant Emergency Medicine
613306/616665/616666: Consultant Anaesthetist
614287/614288: Consultant Physician – General Medicine
614465: Director Clinical Training
614492/616658/616659: Senior Registrar – General Medicine
614494: Resident Medical Officer - General
616120: Consultant – Physician – Palliative Care



Key Duties/Responsibilities

1. CLINICAL DUTIES

- 1.1. Responsible for the clinical care of patients under the supervision of senior medical staff including:
 - A. attending to patient in order of medical urgency
 - B. performs appropriate investigations
 - C. managing medical conditions according to acceptable clinical standards under supervision of consultant physicians
 - D. collaborating with other Medical, Nursing staff and multidisciplinary team members to facilitate patient management.
 - E. communicating with family, outside medical practitioners, and/or community services concerning patient management
- 1.2. Document clinical notes throughout each episode of patient care and at the time of discharge to meet medical record standards.
- 1.3. Manages patients and documents with regard to risk management principles.
- 1.4. Participate in after hours and weekend rosters.
- 1.5. Provide clinical supervision and teaching to Resident Medical Officers and Interns.
- 1.6. Participate in research where appropriate.

2. ADMINISTRATIVE DUTIES

- 2.1. Participate in data collection, clinical audits, clinical risk management and Quality Assurance Program activities.
- 2.2. Liaises with external agencies and Community Services including Royal Flying Doctor Service, Police, St John Ambulance, etc. as required.
- 2.3. Participate in special projects such as disaster planning, clinical pathway design, etc. as directed
- 2.4. Prepare medical reports in liaison with senior medical staff.
- 2.5. Participate in performance management activities and maintain and update professional knowledge.

3. TRAINING RESPONSIBILITIES

- 3.1. Monitor your own competence and seek assistance from your senior staff or Consultant if uncertain about any aspect of your clinical work.
- 3.2. Attend team teaching sessions as directed.
- 3.3. Assist in the teaching of Residents, Interns and medical students, as required.
- 3.4. Participate in research and clinical audits as required, ensuring correct procedures are followed.

4. OTHER

- 4.1. Other duties as directed by the senior staff or Consultant in your team.



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.
2. Demonstrated clinical and procedural experience.
3. Ability to provide teaching, supervision and training support.
4. Demonstrated well developed communication and interpersonal skills.
5. Ability to work in a multidisciplinary team environment.
6. Demonstrated organisational and time management skills.
7. Demonstrated commitment to clinical governance within health care.
8. Understanding of Aboriginal and other ethnic cultural issues and the impact on client's health in a rural environment.
9. Eligible for or in possession of a current C or C-A class driver's licence.

Desirable

1. Demonstrated experience as a medical practitioner within the Australian or New Zealand health system.
2. Demonstrated commitment to ongoing education and research.
3. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Work Health and Safety, and how these impact on employment 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
- Successful Working With Children Check
- Completion of training for Mandatory Reporting of Child Sexual Abuse
- Evidence of a current C or C-A Class driver's licence or other specialised licence class

WA Country Health Service –
GOLDFIELDS

24 February 2025

REGISTERED
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