



Position Title: Geriatric Medicine Advanced Trainee

Campuses: Ballarat, Horsham and Stawell – Acute and Continuing Care

Directorate: Hospitals

Reporting to:

Direct: Director, Continuing Care Services
Head of Unit (Geriatrics)

Indirect: Clinical Director, Medicine and Continuing Care,
Senior Medical Staff (Continuing Care)

Appointment Terms/Conditions:

Classification and Code: Registrar Year 1 to 6 and thereafter, HM25-30

Award Coverage: Doctors in Training Enterprise Agreement 2022-2026

Time Fraction (hrs/wk): Full time (86 hours a fortnight) or as agreed

ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021, bringing together Edenhope and District Memorial Hospital, Stawell Regional Health, Wimmera Health Care Group and Ballarat Health Services as one united health service. More information can be found at www.grampianshealth.org.au

Our purpose is to provide high quality and accessible health care services in each of the communities we serve. We currently service the healthcare needs of more than 250,000 Victorians and we employ more than 6,300 people across 21 campuses and sites with an annual operating revenue of over \$700m.

Collaboration	Compassion	Accountability	Respect	Innovation
<i>We are stronger together.</i>	<i>We show that we care.</i>	<i>We do what we say and say what we do.</i>	<i>We appreciate and value all people.</i>	<i>We adapt and innovate to achieve best outcomes.</i>
Recognising and utilising strengths to share knowledge, solve problems, build relationships and deliver the best outcomes possible.	All people deserve to be treated with compassion, kindness and empathy.	Openness, honesty and transparency support us to be courageous, take responsibility for our actions and follow through on our commitments	Our actions and words reflect our commitment to a safe and fair health service for all.	Every day, we apply expertise and integrity to make responsible choices, always striving for continuous improvement.

POSITION PURPOSE

In cooperation with medical, nursing and other health professional staff, the Geriatric Medicine Advanced Training (AT) Registrar is responsible for supervising and coordinating the care of patients within Continuing Care, the Acute Service and Primary and Community Care Service. The Geriatric AT Registrar is expected to gain exposure to a breadth of inpatient and outpatient clinical experience, obtain experience in patient care in regional and local community settings, and be involved in training and educational activities to develop their knowledge and understanding, and skills and attitudes in the practice of Geriatric Medicine.

As a member of Geriatric Medicine Team, the Geriatric Medicine AT Registrar will contribute to the overall performance of the team consistent with Grampians Health Mission, Vision and Objectives.

KEY ACCOUNTABILITIES

Leadership and Management

- Help create and maintain an environment, which values and promotes quality care, by providing a high standard of service and support to key stakeholders, including patients and their families and internal and external customers.
- Supervise and educate junior medical and non-medical staff in patient assessment and management where appropriate.
- Contribute to the development of appropriate policies and procedures, in conjunction with other members of the Continuing Care Medicine Team.
- Participate in relevant committees and meetings as required.

Continuum of Care

- Practice medical responsibilities in accordance with the ethical requirements of the Medical Practitioners Board of Australia.
- Perform clinical duties including inpatient, outpatient and community services as determined by the relevant Unit and Program.
- Communicate any significant change in patient's condition to the responsible consultant and/or take appropriate action.
- Coordinate patient care and welfare, and liaise with nursing, diagnostic and allied health departments and other health services for the comprehensive care of patients.
- Provide ongoing support and information to the patient and family (where appropriate)
- Actively participate in ward rounds, case conferences and family meetings and document same in clinical notes. Advanced Training Registrars are expected to be acquainted with all patients under their care.
- Communicate with the patient about their management; communicate with relatives concerning the patient's condition after obtaining the patient's consent or the immediate family if the patient is unconscious or otherwise unable to comprehend.
- Adherence to infection control policies and procedures as identified the Grampians Health Infection Control Manuals.
- Participation in the Grampians Health integrated risk management and quality improvement systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague
- You must ensure that the affairs of Grampians Health, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health.
- Compliance with all Grampians Health Policies and Procedures
- At Grampians Health we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.
- Grampians Health is committed to a patient/client centred approach in the provision of health care and services, consistent with the Grampians Health values, mission and vision. It is expected that you

demonstrate the core values of patient centred care in every interaction with patients, carers and colleagues.

KEY SELECTION CRITERIA

Minimum Qualifications

- MBBS or equivalent degree enabling registration with AHPRA.
- Membership of the College advanced training program-mandatory
- Eligibility for registration with the RACP for Advanced Training in Geriatric Medicine
- Demonstrated appropriate level experience and skills in the medical assessment and clinical management of patients

Knowledge and Understanding

- Sound knowledge of human biology and its alteration in acute and chronic disease.
- Detailed knowledge of the investigation and management of acute and chronic medical disorders.
- Understanding of the impacts of illness, disability and handicap on individuals and their family.
- Understanding of and respect for the professional roles of the broad health care team in the care of patients.
- Understanding of the impact of illness on a patient's life.
- Knowledge of internal and external resources available for patients and carers.
- Knowledge of quality activity procedures.
- Understanding of ethical issues, including confidentiality, medical ethics and medico-legal aspects.
- Understanding of research and scientific methods

Skills

- Demonstrated patient management, technical and physical examination skills
- Ability to establish a positive relationship with all patients
- Excellent written and verbal communication skills
- Ability to communicate and problem solve and goal set in a multidisciplinary meeting
- Ability to manage terminal illness and bereavement
- Ability to assess new medical knowledge and its application
- Ability to work effectively as a team member with other health professionals

Personal Attributes

- Honesty and compassion
- Flexibility and willingness to adjust to changing circumstances
- Respect for others, with non-discriminatory and non-judgmental attitudes
- Positive work habits, including self-education and reflective practice
- Ability to work as part of a team as well as independently.
- High level interpersonal and communication skills
- Evidence of on-going professional development to continually update personal medical knowledge and skills
- Thorough understanding of the relevant legislation pertaining to Medical Officers

KEY RESPONSIBILITIES AND DUTIES

Specific Responsibilities

- Clinical Management: Provide clinical management of patients, ensuring their care is supervised and adequately documented.
- Geriatric Medicine Input: Contribute geriatric medicine expertise to various hospital, community, and ambulatory programs across different campuses, under the supervision of a geriatrician.
- Supervision: Report to the consultant, work under their direction, and supervise, support, and direct junior medical officers.
- Documentation: Ensure that information from various sources is promptly correlated, recorded in the medical record, and summarized succinctly at discharge.

- Patient Care: Initiate, implement, and monitor patient management plans under supervision, incorporating appropriate testing and investigation.
- Review and Planning: Regularly review patient objectives, interpret physical and mental status, and develop and communicate a discharge plan from admission.
- Counseling and Support: Provide counseling and support to patients, carers, and their families.
- Communication: Foster good communication with the patient and other parties as required, including contact with the referring Medical Practitioner.
- Coordination: Coordinate and facilitate allied health services.
- Liaison: Liaise appropriately with all staff involved in the patient's care, including necessary communication and referrals for ongoing care post-discharge.
- Compliance: Ensure compliance with best practice according to available evidence.
- Professional Development: Continually update and extend personal medical knowledge and skills, and attend fortnightly statewide Geriatric Medicine Training Program education meetings and Western Training Alliance sessions.
- Quality Improvement: Participate in Quality Improvement activities and review of clinical processes, policies, or procedures.
- Additional Duties: Perform other duties as agreed to and required by the Head of Unit.
- Professionalism: Maintain a professional appearance and demeanor at all times.

OCCUPATIONAL HEALTH, SAFETY AND QUALITY RESPONSIBILITIES

Responsibilities and Accountabilities

All Grampians Health employees share responsibility for occupational health and safety, (OH&S) with specific responsibilities and accountabilities allocated to positions within the organisational structure.

Employees also have a responsibility to the National Safety and Quality Standards (NSQHS) in ensuring the effective and safe delivery of healthcare services.

Any employee who fails to meet his/her obligations concerning health and safety may, depending on the circumstances, face disciplinary action up to, and including, dismissal.

Employees

Employees have a responsibility to comply with all relevant Grampians Health OH&S management system Policies, Procedures and programs. This includes the Grampians Health Injury Management Program.

Employees have a responsibility to take all reasonable care to prevent incident or injury to themselves or to others in the workplace. Employees are expected to learn and follow approved standards and Procedures that apply to their activities and check with their Manager when they have any doubts concerning potential hazards.

Employees have a responsibility for:

- Looking after their own health and safety and those of others in the workplace;
- Follow safe work practices and use personal protective equipment as required;
- Participate in OH&S consultation and OH&S training initiatives;
- Report any accidents, incidents, injuries "near misses", safety hazards and dangerous occurrences, assist with any investigations and the identification of corrective actions;
- Cooperate with managers and supervisors so that they can meet their OH&S responsibilities;
- Don't wilfully interfere with or misuse anything provided in the interest of health and safety or wilfully put anyone at risk;
- Performing only those tasks for which they have received appropriate training and instruction;

- Ensuring that they understand and comply with those responsibilities which apply to them while performing their duties at the workplace;
- Participate in emergency evacuation exercises.

Employees (Non-Clinical – NSQHS)

The role of non-clinical employees is to ensure safe and effective delivery of healthcare services by:

- Actively participating in organisational processes including development and implementation of safety systems, improvement initiatives and training

OTHER RELEVANT INFORMATION

- Appointment is subject to a satisfactory Staff Immunisation clearance and a satisfactory current Police Record Check.
- Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
- Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- An interim performance development and review discussion will occur with your Manager three months from your commencement date and annually thereafter. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead.

HOW TO APPLY

Your application should include:

- Clearly state the **Job No.** specified on the advertisement for this position.
- A statement addressing each “**Key Selection Criteria**” clearly demonstrating your ability to meet the objectives of the role. **Note:** Read the Position Description carefully so you have a good understanding of what is required and remember to address what skills, knowledge and attributes you have.
- General resume
- Copies of any formal qualifications. **Note:** If emailing your application note that hard copies of your qualifications will need to be produced at interview.
- Two (2) professional referees