

Position Title: Fractional Staff Specialist – Hospital Without Walls (HWOwW)

Campus: Grampians Health Ballarat

Directorate: Chief Operating Officer - Hospitals

Department: **Hospital Without Walls**

Reporting to: Clinical Director, Hospital Without Walls

Direct Reports: Junior medical staff allocated to Geriatric Medicine and HWOwW

Appointment Terms/Conditions:

Classification and Code: Fractional Specialist

Enterprise Agreement: AMA Victoria – Victorian Public Health Sector – Specialist Enterprise Agreement

ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021. Drawing on a regional history of over 150 years, we provide service to over 250,000 Victorians, operate across 21 campuses and sites, and employ more than 7,000 dedicated professionals. Our values reinforce our commitment to providing high-quality, accessible healthcare services close to home. Our mission is to serve the communities of the Grampians region with comprehensive care, ensuring every individual receives the attention they deserve. For more information, visit www.grampianshealth.org.au.

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

To deliver an appropriate level of VMO Services consistent with credentialed skill set and the GH Strategic and Clinical Service Plans for patients with Geriatric Medicine and, Complex Care needs.

To promote the role of Geriatric Medicine in the Continuing Care Services which is a team environment and in partnership with the other service elements within GH and the whole Grampians Region.

As a senior member of the Continuing Care Services, the appointee will provide leadership in achieving and upholding the Grampians Health Services Mission, Vision and Objectives.

The VMO in Geriatric Medicine will, in addition to providing clinical services, work closely with clinicians across the region to assist in the ongoing development and delivery of effective community-based services. This role will include elements of education, collaborative strategic planning, preparation of written materials, policies and procedures, quality improvement processes, and patient consultation.

KEY ACCOUNTABILITIES

- Perform clinical duties both in hospital and in community, including direct and remote patient assessment, development of complex management plans, medication prescription and collaborative team decision making to deliver high-quality care.
- Ensure appropriate and complete documentation of patient care.
- Ensure that information obtained from various sources is thoroughly and promptly correlated and recorded in the medical record, in an appropriate and ongoing manner, from the initial assessment, treatment, clinical progress and investigations, and succinctly summarised at the time of discharge
- Initiate, implement and monitor management of patients, incorporating the appropriate testing and investigation
- Regularly review patient objectives, interpreting physical and mental status, including the development and communication of a discharge plan from the time of admission
- Escalate to the co-clinical directors or delegate, complex clinical situations and decision when the need arises.
- Supervise and where appropriate delegate to junior medical staff duties to complete high-quality patient care.
- Coordinate patient care and welfare, and liaise with nursing, diagnostic and allied health staff and other health services for the comprehensive care of patients.
- Counsel and support patients, carers and their families.
- 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.
- Foster rapport and good communication using appropriate language, written or verbal, with the patient and other parties as required, including contact with the referring Medical Practitioner;
- Actively participate in case conferences and family meetings and document same in clinical notes.
- Appropriately liaise with all staff involved in the care of the patient, including communication and referrals necessary for ongoing care post-discharge
- Practice medical responsibilities in accordance with the ethical requirements of the Medical Practitioners Board of Victoria.
- Ensure compliance with best practice according to available evidence
- Continually update and extend personal medical knowledge and skills

- Participate in Quality Improvement activities and review of clinical processes, policies or procedures
- Perform other duties as agreed to and as required on occasions by the Chief Medical Officer or delegate
- Always present an appearance and demeanour of professionalism

Continuum of Care

- Compliance with all GH Policies and Procedures.
- Adherence to infection control policies and procedures as identified the Grampians Health Services Infection Control Manuals.
- You must ensure that the affairs of Grampians Health Services, 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 Services.
- GH is committed to a patient/client centred approach in the provision of health care and services, consistent with the GH 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

Qualifications

- MBBS or equivalent.
- Medical registration with AHPRA.
- Fellowship of the Royal Australasian College of Physicians or General Practitioners, or equivalent where other qualifications are recognised by the Royal Colleges as equivalent.
- Demonstrated appropriate level experience and skills in the medical assessment and clinical management of complex older patients

Technical/Professional Knowledge and Skills

- 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.
- 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

- The ability to lead a multidisciplinary team to achieve clearly documented patient and team goals of therapy within a reasonable and transparent timeframe.
- Ability to operate effectively at a senior clinical level
- Ability to meet agreed goals and objectives
- Ability to develop and motivate staff

- 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 medical knowledge and skills
- Thorough understanding of the relevant legislation pertaining to Medical Officers

ORGANISATIONAL REQUIREMENTS

- Grampians Health is committed to a consumer centred approach in the provision of health care and services, consistent with our values, purpose and vision. It is expected that team members demonstrate the core values of consumer centred care in every interaction.
- All team members of Grampians Health are responsible for supporting the safety, participation, wellbeing and empowerment of children.
- Quality care is a strategic and operational priority at Grampians Health, achieved through our Governance Framework.
- Participation in the Grampians Health integrated quality improvement and risk management 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.
- In accordance with current legislation and organisational policy, employees must be willing to undertake and maintain a police check, working with children check and where necessary a NDIS Worker screening check. Ongoing employment will be dependent on the provision of satisfactory checks.

OTHER RELEVANT INFORMATION

- 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.

- All Grampians Health employees are required to take reasonable care of their own health and safety in the workplace as well as take reasonable care for the health and safety of others who may be affected by their acts or omissions. Persons with delegated management functions have an additional duty to provide and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable in areas where they have management or control. All employees have a duty to report issues they cannot rectify, follow all existing Grampians Health policies and protocols relating to health, safety, wellbeing and injury management and cooperate with any action taken by Grampians Health to comply with the OHS Act or Regulations.
- 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 annual performance review will occur with your manager. 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.