

**Position Title:** Fellow – General Surgery

**Campus:** Ballarat

**Directorate:** Operations

**Department:** Clinical Surgery & Endoscopy

**Reporting to:**

- **Direct:** Clinical Director of Surgical, Endoscopy Services
- **Indirect:** General Manager Medical and Clinical Programs

### Appointment Terms/Conditions:

**Classification and Code:** According to years of experience (Year 1-9)

**Enterprise Agreement:** AMA Victoria - Victorian Public Health Sector - Medical Specialists 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](http://www.grampianshealth.org.au).

<b>Collaboration</b>	<b>Compassion</b>	<b>Accountability</b>	<b>Respect</b>	<b>Innovation</b>
<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

Grampians Health Services (GH) is the principal referral hospital for the Grampians region.

The mission of GH is to deliver fully integrated regional health services which maximise care, compassion, individual choice and quality outcomes.

**Fellow General Surgery** works closely with other members of the general surgery team including nursing, allied health and other general surgery consultants, as well as junior General Surgery staff in the provision of high standard general surgery management to patients in the region.

## KEY ACCOUNTABILITIES

- Operating session as per agreed weekly timetable to cover general surgery patients on the waiting list.
- Outpatient clinic session to see both newly referred and follow up general surgery patients.
- Assessment and provision of operative services to Emergency General Surgery patients during weekday, daytime hours (8.00am to 6.00pm) as required.
- Participation in the general surgery on-call and ASU roster as notified.
- Compliance with all GH Policies and Procedures.
- Adherence to infection control policies and procedures as identified in the Grampians Health Services Infection Control Manuals.
- Participation in the GH 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 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.
- At GH 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 GH employees.
- 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

- **Medical Practitioner** who holds a degree registrable with the Medical Practitioners Board of Victoria.
- **Post Graduate qualification:** FRACS in Surgery or equivalent qualification recognised by RACS
- **Post graduate experience and qualifications in General Surgery** which would allow recognition as a specialist under Medicare

### Technical/Professional Knowledge and Skills

- **Analytical and Conceptual Skills:** The ability to research data and information, identify key priorities and objectives; organise information in a logical sequence; including creation of resulting reports appropriate to purpose and audience.

- **Clinical Service:** Can demonstrate thorough knowledge of general surgery management and surgical skills in both the elective and emergency situation.
- **CME:** Demonstrates a commitment to ongoing professional development, is able to describe current trends and issues affecting general surgical care.
- **Research:** Has some knowledge and is interested in conducting and encourage local research in general surgery

#### **Work Environment**

- **Teaching:** Demonstrated ability to provide education and training to health care team, medical students and junior medical staff
- **Resource use:** acknowledge the need for efficient use of medical and surgical resources, equipment and prostheses in the best interests of patients and communities

#### **Personal attributes**

- **Interpersonal Skills:** Ability to develop positive relationships with health care professionals, providers, carers and patients
- **Communication and Conflict resolution:** Ability to communicate well with patients and carers and avoid and deal with conflict should it occur

### **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 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.