

Position Title:	Rural Generalist - General Practitioner
Campus:	GH Stawell/Horsham
Directorate:	Medicine and Clinical Services
Department:	Emergency
Reporting to:	Head of Unit – Horsham Emergency Department
Indirectly:	Clinical Director Primary and Aged Care (Operational General Practice) Clinical Director of Medicine and Continuing Care (Operational inpatient) Clinical Director of Emergency and Intensive Care (Operational UCC/ED) Medical Centre Manager (Operational General Practice)
Direct Reports:	GP Trainees (College Supervisor as nominated) Medical Students (University Supervisor as nominated)

Appointment Terms/Conditions:

Classification and Code:	As Per Year Level of Experience
Enterprise Agreement:	Medical Specialist Enterprise Agreement 2022-2026

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 Grampians Health - Ballarat 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 across an area five times the size of Greater Melbourne. We employ more than 7000 people across 21 campuses and sites with an annual operating revenue of over \$900m. Across our campuses we have over 700 beds (over 330 acute beds) with over 75 000 presentations to our emergency departments each year.

<i>Collaboration</i>	<i>Compassion</i>	<i>Accountability</i>	<i>Respect</i>	<i>Innovation</i>
<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.

CLINICAL SERVICES AT GRAMPIANS HEALTH

Grampians Health provides an expanding general and subspecialty medical, surgical, mental health and women's and children's services across the region. These units are supported by rotating and local accredited trainees. Grampians Health has emergency departments at Horsham and Ballarat, as well as Urgent Care Centres in Stawell and Edenhope.

There is also a well developed sub-acute range of services with growing geriatrics, rehabilitation and palliative care units that provide support to the acute campuses and the Grampians Health community.

Grampians Health – Stawell consists of Stawell Medical Centre and Stawell Hospital. The Hospital has two active theatres and 12 acute beds, a day oncology and medical centre and outpatient clinics. Stawell Urgent Care has approximately 7500 presentations per year and consists of includes 4 cubicles, 2 of which are general or resuscitation bays and a fast track/eye room. Stawell has onsite pathology, radiology and pharmacy support. The acute ward is supported by junior medical staff and senior medical staff from Horsham and Ballarat.

POSITION PURPOSE

Reporting to Head of Unit of Emergency in Horsham and supported by the Clinical Director of Primary Care and the Deputy Clinical Director of Medicine and Continuing Care (Horsham) to provide clinical expertise and patient-centred care that addresses health needs and promotes wellness in a range of settings including: General Practice (particularly at Stawell), Grampians Health Urgent Care Centres (particularly in Stawell), Emergency Department (particularly at Horsham) and in-patient settings (particularly at Stawell). Such care is based on latest evidence and guidelines and meets legislative requirements.

Building and maintaining effective relationships and collaborating with other clinical services across Grampians Health is also pivotal to ensure the achievement of strategies outlined by the Grampians Health Strategic Plan and Clinical Services Plan.

The role requires:

- Lead by example and work collaboratively with a team of highly experienced and qualified people to achieve the best from them in the interests of safe, high-quality care for patients.
- Work to ensure optimal patient handover at all care transition points and proactively monitor staff workloads, especially after-hours to identify and respond to service shortfalls.
- Optimise patient care within Grampians Health services more broadly through high levels of clinical engagement, collaboration and effective relationships across Grampians Health programs and sites.
- Partner with staff from medical, surgical and emergency specialties including doctors, NUM/ANUMs, allied health to drive strategies that improve patient care, outcomes, patient flow and enhance patient experience across Grampians Health – Stawell.
- Ensure a consistent, standardised evidence-based approach to the development and execution of standards and practice guidelines within the service in relation to quality, safety and risk management including the development and maintenance of an appropriate repertoire of procedural skills.
- Maintain clinical practice in a field relevant to the service – **Rural Generalist**

KEY ACCOUNTABILITIES

To provide good clinical care:

- Providing skilled health assessment, diagnosis and treatment services to patients.
- Ordering diagnostic tests as needed and checking and informing patients of results in accordance with clinical needs and the practice's procedure.
- Referring patients appropriately to other providers if their needs exceed the range of care you are able to provide.
- Consulting and collaborating with colleagues to provide optimal care.
- Documenting all care provided and education/information given to patients within their health record, in accordance with the practice's procedure.

To maintain good medical practice:

- Maintaining professional knowledge and standards through continuing medical education and personal professional development.
- Having a working knowledge of legislation and standards of general practice.
- Maintaining a current cardiopulmonary resuscitation certificate.
- Practising medicine in a way that reflects the practice's values and mission.

Maintaining trust (professional relationships with patients):

- Providing services courteously and respectfully, with regard to the cultural beliefs and needs of patients.
- Responding openly and following up complaints or feedback.

Working collaboratively with colleagues:

- Collaborating with regards to rosters and providing cover to ensure patients' needs are met.
- Working constructively and harmoniously with all staff to ensure patients receive optimal care.
- Involvement in practice accreditation activities.
- Participating in centre-based audits and activities.

Maintaining integrity in professional practice:

- Charging for consultations in accordance with the practice's policy.
- Declaring vested interests in services to which you may refer patients.
- Returning telephone calls in a timely manner.
- Completing documents (i.e. medical reports) in a timely manner.
- Clearing the in-tray correspondence daily.
- Participating in practice-based audits.
- Demonstrating a working knowledge of practice policy with regards to clinical practice as described in the practice manuals.
- Reporting 'events' or untoward incidents in accordance with professional obligations and practice policy.
- Using the computer effectively (i.e. recall and reminder systems, data input).
- Keeping up to date with new item numbers, SIPs and incentive payments.
- Ensuring your immunisation status is kept up to date.

Develop and maintain relationships with:

- Other general practitioners and associates
- Practice manager
- Nurse manager and other nurses
- Office manager and reception staff
- Community and secondary service providers, and
- Local hospitals, nursing homes and hostels.

SELECTION CRITERIA**Qualifications****Essential**

- Registration as a medical practitioner with the Medical Board of Australia.
- Fellowship either FRACGP or FACRRM
- Recent experience and qualifications relevant to UCC, Emergency Medicine and inpatient care or another speciality area relevant to work as a rural generalist
- Current medical indemnity insurance

Desirable

- Demonstrated knowledge of all relevant legislation and common law obligations
- Strong understanding of the Australian Health system
- Commitment to professional development and quality

- improvement in all aspects of practice performance, including best health care outcomes
- Current driver's licence.

Personal attributes

- Demonstrate a knowledge of and compliance with all relevant legislation and common law obligations.
- Discharge of duty of care in the course of practice including meeting practice standards, and accountability.
- Demonstrate knowledge of policies and procedural guidelines that have legal implications (e.g. ensure documentation conforms to legal requirements).
- Identify and respond to unsafe practice (e.g. implement interventions to prevent unsafe practice and/or contravention of law).
- Demonstrate patient-focused approach in service provision with genuine empathy and interest in their needs.
- Excellent interpersonal and communication skills across all ages and social groups.
- Always be well-presented, friendly, courteous and obliging. Represent the practice in a confident and positive manner at all times.
- Undertake all duties in a diligent manner, with honesty and integrity,
- Maintain absolute confidentiality regarding patient and practice information.
- Have a vigilant attitude to accuracy, being prepared to double check as necessary.
- Demonstrate an ability to work cooperatively and independently, and the ability to prioritise and organise.
- Demonstrate commitment to ongoing professional development.

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.
- All team members must adhere to infection control policies and procedures, together with any State and/or Commonwealth Government Covid19 rules, protocols and orders.
- 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 an 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.