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| Position: | Emergency Advanced Skills Post |
| Classification: | HM25 |
| Department: | Medical Services Division |
| Reports to: | Emergency Department Clinical Lead & Director of Medical Services |
| Position Summary: | <p>VICTORIAN RURAL GENERALIST PROGRAM (VRGP)</p> <p>This position is part of the Victoria Rural Generalist Program (VRGP) for the Loddon Mallee region. The VRGP program offers a cohesive, well-coordinated end-to-end Rural Generalist training program that sets the foundation for a career in generalist medicine.</p> <p>The Rural Generalist Advanced Training Position at Swan Hill and Bendigo Health provides Rural Generalists with the skills, knowledge and confidence to provide quality medicine in rural and remote communities with a high degree of autonomy.</p> <p>Our team of experienced and committed supervisors support you in your journey to becoming a rural generalist. This is a unique and exciting opportunity, if you want to pursue a medical career in rural and regional Victoria, in general practice with a clinical attachment to a hospital as a Rural Generalist you are encouraged to apply.</p> <p>Find out more about VRGP at www.vicruralgeneralist.com.au</p> <p>This Emergency Advanced Skills position is a procedural post for 12 months. You will be provided training to take on senior responsibilities, consistent with the goals and objectives, and under appropriate supervision. You will gain valuable Emergency Medicine experience through exposure to critically ill patients, major trauma and a vast array of medical, orthopaedic, surgical, paediatric and gynaecological conditions. The roles and responsibilities will be tailored to suit the level of experience of the candidate.</p> <p>This is a 12-month contract as 6 months in the Swan Hill District Health Emergency Department and 6 months in the Bendigo Health Emergency Department.</p> |
| Responsibilities: | <p>Key Responsibilities</p> <p>The primary responsibilities of the Emergency Department GP Registrar are to ensure that care is delivered in a safe and timely manner and optimise the patient flow through the ED. This will be achieved by working in partnership with the duty medical consultant.</p> <ul style="list-style-type: none">• The appropriate and efficient diagnosis and treatment of all patients presenting to the Emergency Department, according to triage categories and guidelines• The supervision of more junior staff in the absence of the Emergency |

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| | <p>Department Clinical Lead or Director of Emergency Medical Training, including teaching of junior medical staff and nursing staff</p> <ul style="list-style-type: none"> • Communication with referring Medical Practitioners regarding patient care, both at the time of assessment and following discharge. • Liaison with Nursing Staff, Relevant Registrars, and Specialist Medical Staff in pursuing a high standard of care and efficient use of available resources; and ensuring the appropriate continuity of care. • Involvement and attendance in the post-graduate education program • Involvement in the management of in-patients and close liaison with junior ward medical staff after hours. • Other reasonable duties as specified by the ED Clinical Lead or Director of Medical Services. <p>This position includes a six month rotation to Bendigo Health. Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.</p> |
| Key Selection Criteria: | <p>Qualifications</p> <ul style="list-style-type: none"> • MBBS or equivalent degree with current General Registration with AHPRA • Current membership or intending to enrol in a General Practice Education and Training Program (FACRRM or FRACGP and FARGP). <p>Specialist Expertise</p> <ul style="list-style-type: none"> • At least 2 years post-graduate experience • Demonstrated appropriate level of experience and skills in the medical assessment and clinical management of patients. • Documented evidence of prior postgraduate experience in obstetrics & gynaecology. • Thorough understanding of the relevant legislation pertaining to Medical Officers. • Demonstrated commitment to regional/rural or remote medical practice <p>Personal Qualities, Knowledge and Skills</p> <ul style="list-style-type: none"> • High level interpersonal and communication skills and the ability to communicate confidently and appropriately with patients and their families and other health professionals • Evidence of on-going professional development to continually update personal medical knowledge and skills • Ability to effectively use organisational skills (incorporating documentation, time management skills, critical thinking and priority setting) |
| Salary/Award: | Health and Allied Services, Managers and Administration Officers Agreement |
| Infection Control: | <ul style="list-style-type: none"> • Each staff member has a responsibility to minimize exposure to incidents of infection/cross infection of residents, staff, visitors and the general public. • The risk minimization strategies are to be supported by all staff adhering to the Infection Control Manual policies, procedures and guidelines. |

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| Continuous Quality Improvement: | <ul style="list-style-type: none"> Each staff member is expected to demonstrate a commitment to best practice. All staff shall take responsibility for their own practice and share responsibility for creating and maintaining a system that provides safe, high quality health care. All staff will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards. It is the responsibility of every staff member to be familiar with Health Service-wide and specific Department Policies & Protocols. |
| Person Centered Care: | <p>The Health Service supports in its values the philosophy of Person Centered Care to ensure all people, including health service providers, clients, their carers and family members are respectfully cared for and encouraged to participate in the provision of quality health care.</p> <p>We recognise diversity is part of every person & as such providers of health care must be actively involved in developing models of care that are person centered.</p> |
| Our Purpose: | <p>Connected Care / Best Experience</p> <p>SHDH commits to meet the growing health care needs of our community through our new vision to provide better connected care and to achieve the best care experience.</p> |
| Privacy and Confidentiality: | <p>SHDH are committed to protecting patient and staff privacy and confidentiality, as it is an important aspect of our commitment to providing high quality services. In accordance to both the Health Records Act and the Information Privacy Act, information should only be used and disclosed for the primary purpose of its collection.</p> <p>Each employee has a responsibility to adhere to SHDH's Privacy and Confidentiality Policy, as it is a condition of employment. Any breach of the rules of privacy and/or confidentiality relating to health service business, patients or medical records will result in disciplinary action.</p> |
| Mandatory Training: | All employees must be aware of and complete designated mandatory training within the required time frame. |
| Safety: | <p>RESPONSIBILITIES: It is the responsibility of every staff member to:</p> <ul style="list-style-type: none"> Take reasonable care for your safety and the safety of others while at work. Report accidents, incidents and potential hazards as soon as reasonably practicable to your supervisor and record on VHIMS reporting system. Advise your supervisor if you have an injury or illness that may affect your ability to perform the inherent requirements of your position. Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual. Complete all Mandatory training requirements as identified and directed. Comply with the Occupational Health and Safety Act and all SHDH O.H. & S. online Policies and Procedures. |
| Asset Management: | Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols. |
| Review: | Completion of My Work Plan on a yearly basis. |
| Previous Revision dates: Current: | March 2022 |

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| Managers Name: | Dr Rex Prabhu |
| Managers Signature: | |
| Employees Name: | |
| Employees Signature: | |