

POSITION TITLE: PAEDIATRIC GP REGISTRAR	DIVISION: MEDICAL SERVICES
REPORTS TO: DIVISIONAL DIRECTOR WOMEN'S AND CHILDREN'S PROGRAMME	DIRECT REPORTS: 0
PRIMARY OBJECTIVE: To provide effective supervised clinical management of patients within the Paediatric department and clinics operated by the Paediatric department. This includes but is not limited to assessment, admission, management, investigation and discharge.	
BARWON HEALTH VISION - To be Australia's Leading Regional Health Service – Building a healthier Community	
PRIORITIES	VALUES
<p>Your Health We will work with the community to deliver significantly improved health outcomes</p> <p>Our Service Our health care service will be well-connected to ensure a positive experience for those we serve</p> <p>Our Region We will have strong partnerships with all providers who influence health in our region</p> <p>Our People Our workforce will be thriving, collaborative and highly skilled</p> <p>MISSION To provide accessible high quality healthcare services to our Barwon South western region communities</p>	<p>Respect For the unique qualities of each individual, family and community, for our partners, the organisation we represent and for each other</p> <p>Compassion For the circumstances of the people we care for</p> <p>Commitment To facilitate high quality health outcomes by working collaboratively with all stakeholders</p> <p>Accountability For all our actions and outcomes by working to clear objectives in a transparent manner</p> <p>Innovation To lead the way and develop creative initiatives to address the health needs of our community</p>

POSITION DIMENSION & DECISION MAKING AUTHORITY:	KEY COMMUNICATION CONTACTS:	
<p>Without referral to manager –</p> <p>Daily tasks including:</p> <ul style="list-style-type: none"> - ward rounds of acute patients - attend clinics as required - attend promptly to emergency cases in Department of Emergency Medicine, upon referral - participation in discharge planning process - Participate in after-hours shifts as rostered. This may include night shifts, and or on call/recall. <p>After Consultation with manager or others –</p> <ul style="list-style-type: none"> - Clinical matters that are at variance with Barwon Health policies and procedures - Attending weekly clinics at Headspace's young people's health service - Need to be enrolled in GP training (preferably through Southern GP training) <p>Referred to managers or others –</p> <ul style="list-style-type: none"> - Any duties outside of my delegation limits 	Contact/Organisation	Purpose/Frequency of Contact
	<p>Medical Services:</p> <ul style="list-style-type: none"> • Directors • Doctors • Nursing staff • Administration staff 	<p>Daily as required.</p>
	<ul style="list-style-type: none"> • Department of Health, Central and Regional 	<p>When required</p>
	<ul style="list-style-type: none"> • Health care providers 	<p>When required</p>
	<ul style="list-style-type: none"> • Patients • Families • Carers • General public 	<p>When required</p>



KEY ACCOUNTABILITIES		
Key Result Area	Major Activities	Performance Measures:
Paediatric management	<p>Provide clinical services to the clinical unit. This is to include, but is not limited to, the following:</p> <ul style="list-style-type: none"> • ward rounds of acute patients • attend clinics as required • attend promptly to emergency cases in Department of Emergency Medicine, upon referral • participation in discharge planning process • Participate in after-hours shifts as rostered. This may include night shifts, and or on call/recall. • neonatal resuscitation 	<ul style="list-style-type: none"> • Client (patient) satisfaction • Clinical audits • Organisational feedback and professional development review.
	<p>Provide legible, concise, accurate and signed clinical notes as per ACHS and relevant professional college standards, associated with all patient contact. This is to include the following:</p> <ul style="list-style-type: none"> • case notes • discharge summaries (must be completed within 48 hours of discharge) • medication charts/prescriptions (in accordance with Poisons Act) • Police statements when required • death certificates 	<ul style="list-style-type: none"> • Organisational feedback and professional development review.
	<p>Supervise and support HMOs attached to the clinical unit, including participation in assessment process when requested</p>	<ul style="list-style-type: none"> • Organisational feedback and professional development review.
	<p>Participate in continuing medical education activities in the hospital under the guidance of the Director of Medical Education and Training. In addition to attendance at meetings/seminars, this position is expected to:</p> <ul style="list-style-type: none"> • Provide formal and informal teaching to HMOs in the clinical unit • Provide teaching to medical students as required. 	<ul style="list-style-type: none"> •
	<p>Have a working knowledge of the legislation/regulations which applies to their role: This includes, but is not limited to:</p> <ul style="list-style-type: none"> • Consent- Power of Attorney Act/ “legal capacity” • Mental Health – Mental Health Act • Prescribing – Poisons Act • Common Law issues – eg “Informal Consent” • Coroner – Coroners Act 	<ul style="list-style-type: none"> • Organisational feedback and professional development review.
	<p>Participate in audit/peer review activities including the following:</p> <ul style="list-style-type: none"> • clinical unit audits – sanctioned by consultant staff • annual assessment of performance 	<ul style="list-style-type: none"> • Organisational feedback and professional development review.



KEY ACCOUNTABILITIES		
Key Result Area	Major Activities	Performance Measures:
	<ul style="list-style-type: none"> • utilisation review 	
	Communicate effectively with other Hospital staff, referring medical practitioners and patient family members on matters of mutual interest relating to patient care.	<ul style="list-style-type: none"> • Organisational feedback and professional development review.
	Commit to contemporary Human Resource Management practices and policies including Workplace Health and Safety, Equal Employment Opportunity, Anti-Discrimination and ethical behaviour.	<ul style="list-style-type: none"> •
Legislation / Regulations	<ul style="list-style-type: none"> • Knowledge of the legislation/regulations which applies to their role • Provide legible, concise, accurate and signed clinical notes as per ACHS and relevant professional college standards, associated with all patient contact. • Follow Barwon Health guidelines/policies regarding Multidisciplinary care pathways, clinical unit policy, prescribing guidelines to assist with delivery of efficient/effective healthcare. 	<ul style="list-style-type: none"> • Evidence of documentation • Demonstrated adherence to Barwon Health policy and procedures and other applicable regulation/legislation.
Audit / peer reviews	<ul style="list-style-type: none"> • Clinical unit audits – sanctioned by consultant staff • Quarterly assessment of performance 	
GENERIC DUTIES	<ul style="list-style-type: none"> • Exhibits a commitment the Barwon Health's Values including team based above and below behaviours • Report all incidents through the incident management system • Undertake all duties in accordance with the relevant health care or industry standards • Participate in quality improvement activities • Abide by Barwon Health corporate policies and practices as varied from time to time. • Undertake special projects or reports required by the Executive Medical Director on a wide range of issues • Perform all other duties as directed within the limits of skill, competence and training to maximise flexibility and effectiveness 	<ul style="list-style-type: none"> • Feedback and performance review • Annual appraisal • Coaching plan • Adherence to relevant health care or industry standards • Completion of mandatory training and education

KEY SELECTION CRITERIA – LEADERSHIP CAPABILITY FRAMEWORK:

Barwon Health Leadership Capabilities

SHAPES STRATEGIC THINKING

- Assesses information critically to arrive at appropriate solutions.



OUR VALUES / RESPECT / COMPASSION / COMMITMENT / ACCOUNTABILITY / INNOVATION

- Recognises and researches current trends and issues in their field.
- Accurately interprets information and draws conclusions or recommendations from it.
- Analyses the big picture and implements actions to achieve outcomes.
- Understands business processes and is committed to continuous improvement.
- Proactively supports the change process.

Presents innovative concepts in a logical way to a range of audiences.

ACHIEVES RESULTS

- Evaluates alternatives objectively and uses evidence, knowledge and experience to solve complex problems.
- Acts on their initiative and uses collaboration appropriately.
- Sets a good example by providing a clear sense of purpose.
- Actively seeks to improve others skills and talents through coaching, training opportunities and feedback.
- Takes charge, organises resources and steers others towards successful task accomplishment by delegating responsibility and investing staff with the power and authority to accomplish tasks effectively.
- Uses strategies to promote enthusiasm, quality service etc, (e.g., projects, multi-skilling.)

FORGES RELATIONSHIPS AND ENGAGES OTHERS

- Acts as a role model and demonstrates leadership & empathy
- Encourages team members to contribute & share knowledge
- Handles & resolves conflict by correctly identifying problems and taking appropriate action.
- Develops team member skills through a commitment to performance development.
- Recognises and rewards high quality performance

EXEMPLIFIES PERSONAL DRIVE AND PROFESSIONALISM

- Identifies opportunities to engage and build effective relationships with relevant stakeholders.
- Develops strong alliances to enable information exchange.
- Demonstrates and promotes the capacity of the organization to build opportunities.
- Assists others to accept ideas by communicating clear and convincing arguments.
- Negotiates constructively in difficult situations.
- Clearly and consistently represents the interests of Barwon health.
- Models a professional approach to service delivery.

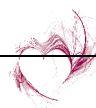
DRIVES BUSINESS EXCELLENCE

- Demonstrates the effort, willingness and judgement to achieve results & reach targets.
- Accepts accountability for professional and technical correctness and attention to detail.
- Behaves with integrity and reliability and models Barwon Health's value.

KEY SELECTION CRITERIA

Qualifications and Experience –

Essential:



- Eligibility for registration as a Medical Practitioner in Victoria, either General or Specific linked to a specific professional college training program
- Registration in an accredited General Practice training programme
- Appointment to this position requires proof of qualification and/or registration with the appropriate registration authority, including any necessary endorsements, to be provided prior to commencement of duty.

Desirable:

- Well-developed interpersonal skills
- Demonstrated sound theoretical knowledge, practical skills and ethical behaviour required of medical practitioners
- Previous paediatric or neonatal experience will be noted but is not an essential requirement for consideration for this position

Barwon Health Paediatric GP Registrar Position Description

Approved By: Divisional Director Children's Services

Date of Issue: July 2013

Number:



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