

## Role Description

<b>Job ad reference:</b>	PA05277174
<b>Role title:</b>	Senior Medical Officer - General Practitioner with Special Interest (GPwSI) - Gastroenterology
<b>Status:</b>	Two temporary part time positions (up to June 2019, 16 hours per fortnight) <i>(Future vacancies of a temporary, full time or part time nature may be accommodated within this role)</i>
<b>Unit:</b>	Gastroenterology and Hepatology Department Division of Medicine
<b>Health Service:</b>	Metro South Hospital and Health Service
<b>Location:</b>	Princess Alexandra Hospital, Woolloongabba
<b>Classification level:</b>	L13 – L17
<b>Salary level:</b>	(see remuneration explained page 3)
<b>Closing date:</b>	Tuesday, 5 June 2018 (Applications will remain current for 12 months) <i>Please note: No third party applications will be accepted</i>
<b>Contact:</b>	Professor Gerald Holtmann
<b>Telephone:</b>	(07) 3176 7792
<b>Online applications:</b>	<a href="http://www.smartjobs.qld.gov.au">www.smartjobs.qld.gov.au</a> If you are unable to apply online, please contact Medical Employment Services on (07) 3176 7901
<b>Deliver application:</b>	Hand delivered applications will not be accepted

### Purpose of the Role

The successful candidate will provide clinical services and care to the Gastroenterology and Hepatology patients within the agreed scope of their experience and qualifications, under the supervision and guidance of consultant medical staff.

### Your key responsibilities

- Fulfil the accountabilities and responsibilities of this role in accordance with Metro South's purpose and objectives, as outlined below.
- Responsible for the management of patients attending the Gastroenterology and Hepatology Outpatient Department, under the supervision and guidance of the Senior Medical Officers / Visiting Medical Officer Consultants.
- Address the current "long wait" patients awaiting specialist outpatient appointments for chronic gastrointestinal or liver disease.
- Develop and provide services for "at risk" populations.
- Interview, examine, carry out procedures and arrange appropriate investigations and treatment of Gastroenterology and Hepatology patients, and to ensure any such actions are properly documented.
- Seek opportunities within emerging healthcare planning to improve the continuity of care and patient journey.
- Implement and support clinical; models of care and patient safety as required.
- Perform duties as determined by the Director of Gastroenterology and Hepatology.
- Attend and participate in clinical meetings undertaken by the Gastroenterology and Hepatology Department.
- Participate in the quality assurance activities of the Gastroenterology and Hepatology Department.

- Ensure notifications of results and appointment outcomes of all patients are provided to the nominated General Practitioner.
- Ensure referral to appropriate hospital outpatient department or elective surgery waitlist for those patients whose treatment is in the public system.
- Expand and update knowledge related to current developments in the relevant special interest area via a personal commitment to ongoing education.
- Abide by the Australian Medical Association code of ethics.
- Provide ethical decision making in the achievement of organisational goals.
- Ensure patients and other staff are treated fairly and with mutual respect and understanding, regardless of cultural, religious, ethnic and linguistic backgrounds.
- Commit to patient safety and quality in the delivery of health care by actively participating in safety and quality practices.
- Safety and quality practices as well as activities that provide the evidence in the novel treatment approaches in the delivery of health care by actively participating in safety and quality practices.

### **Qualifications/Professional registration/Other requirements**

- Appointment to this position requires proof of qualification and registration or membership with the appropriate registration authority or association within Australia. Certified copies of the required information must be provided to the appropriate supervisor/manager, prior to the commencement of clinical duties.
- A primary medical degree and Fellowship of the Royal Australian College of General Practitioners (FRACGP) or the Australian College of Rural and Remote Medicine (FACRRM) or equivalent.

### **Vaccine Preventable Diseases (VPD)**

It is a condition of employment for this role for the employee to be, and remain, vaccinated against the following vaccine preventable diseases during their employment: hepatitis B, measles, mumps, rubella, varicella (chicken pox) and pertussis (whooping cough).

Existing staff that are engaged prior to 1 July 2016 are **not subject** to this condition of employment unless they apply for a role with VPD requirements that is with a different Queensland Health entity (ie one HHS to another HHS, Department to a HHS, or HHS to Department).

### **Granted Private Practice**

Granted Private Practice option Assigned or Retained or Not Applicable (VMOs)

The Service nominates if the Medical Officer is granted permission to participate in Granted Private Practice. Where the Service grants the Medical Officer the opportunity to participate in Granted Private Practice, the Medical Officer must perform Granted Private Practice in accordance with schedule 3 of the contract.

Where the parties agree that the Medical Officer exercises Granted Private Practice the Medical Officer provides a professional service to a Private Patient during the Medical Officer's hours of work in the public hospital system.

Visit to view: <http://www.health.qld.gov.au/employment/conditions/contracts/medical/default.asp>

### **Are you the right person for the job?**

You will be assessed on your ability to demonstrate the following key attributes. Within the context of the responsibilities described above, the ideal applicant will be someone who can demonstrate the following:

#### *Key Attributes/Workplace Behaviours*

<b>Patient Focus</b>	Provides patient care by demonstrating qualities of maturity, empathy and time management as well as involving patients and carers in the care process.
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<b>Clinical Knowledge</b>	Demonstrated knowledge, skills and procedural skills in Gastroenterology and Hepatology to ensure safe patient care during patient assessment and management.
<b>Communication</b>	Demonstrated high level of written and oral communication and an ability to communicate effectively and courteously with patients, relatives and other health professionals.
<b>Team Focus</b>	Capacity to perform clinical and administrative duties proficiently and professionally as part of a multi-disciplinary team.
<b>Continuous Learning</b>	Commitment to postgraduate medical education and training, in particular to training in Gastroenterology and Hepatology. Develops own learning experience by seeking out opportunities to learn, attending learning programs and teaching others.
<b>Work Values</b>	Demonstrates honesty, integrity and respect for all patients, carers and staff.

**Remuneration Package**

Remuneration Package	Details	
	Fortnightly amount (\$)*	Annualised percentage (%)
Base salary	L13 – \$1135.26 – L17 - \$1277.38	
Standard allowances Professional development and motor vehicle allowances	L13 – L17 - \$314.31	
Attraction and retention	L13 - \$397.34 – L17 - \$447.08	35% of base for assigned
<b>TOTAL REMUNERATION *</b> (excluding superannuation)	L13 – \$1846.91 – L17 - \$2038.77	

\* Paid pro-rata for contracted period

**Declaration of outside practice**

Given the extensive nature of the Duties for this position, it is incumbent on the Service to understand exactly what other duties you may have. As such, notification of all other medical officer engagements is required, whether as an employee, contractor or business owner, including the following detail of such engagements:

1. Nature of engagement
2. Location
3. Working times
4. Duration of work
5. On call commitments

**How to apply**

Please provide the following information to the panel to assess your suitability:

- 1. A short written response** (maximum 1-2 pages, dot points acceptable) on how your experience, abilities, knowledge and personal qualities would enable you to achieve the key attributes and responsibilities and meet the key skill requirements.
- 2. Your current CV or resume, including two referees.** You must seek approval prior to nominating a person as a referee. Referees should have a thorough knowledge of your work performance and conduct, and one should be your current/immediate/past supervisor. By providing the names and contact details of your referee/s you consent for these people to be contacted by the selection panel. If you do not wish for a referee to be contacted, please indicate this on your resume and contact the selection panel chair to discuss.

## About Metro South Hospital and Health Service

Metro South Health is the largest Hospital and Health Service in Queensland, with an estimated residential population of approximately one million people or 23 per cent of Queensland's population.

Metro South Health is situated in the South-East corner of Queensland from the Brisbane River in the north to the Redland City Council in the east, and to the Scenic Rim Shire down to the border of New South Wales in the south-west. It is the most culturally diverse area of Queensland with 28.5% of the community born overseas and 16% from non-English speaking countries. This health service does not include the Mater Hospitals.

Clinical services provided within Metro South Health include:

- Princess Alexandra Hospital
- Logan Hospital
- Beaudesert Hospital
- QEII Hospital
- Redland Hospital
- Wynnum Health Service Centre
- Redland Residential Care
- Redland Renal Dialysis Unit
- Casuarina Lodge
- Marie Rose Centre (Dunwich)
- Community Health Services
- Oral Health Services
- Mental Health Services
- Medical Aids Subsidy Scheme

## Our Vision

To be renowned worldwide for excellence in health care, teaching and research.

## Our Purpose

Metro South's purpose is to deliver high quality health care through the most efficient and innovative use of available resources, using planning and evidence-based strategies.

## Our Objectives

- Improving services for patients.
- Implementing reform of the Queensland Health system in Metro South.
- Focusing resources on frontline services.
- Ensuring accountability and confidence in the health system.

## Princess Alexandra Hospital Profile

Princess Alexandra Hospital (PAH) is a tertiary health care centre, providing care in all major adult specialties, with the exception of obstetrics. We are one of Australia's leading academic and research health centres.

### *Services we provide*

We provide acute medical, surgical, mental health, cancer, rehabilitation and allied health services.

We are nationally recognised for our expertise in trauma management and we are a major transplantation centre for livers, kidneys, bone, cartilage, and corneas.

We also have responsibility for a number of state-wide services including:

- Acquired Brain Injury Outreach Service
- Queensland Spinal Cord Injury Service
- Queensland Liver Transplant Service
- Queensland Eye Bank
- Queensland Bone Bank

We have an aeromedical retrieval service which transports patients to hospital via helicopter or fixed wing aircraft, a road accident response service and a major trauma retrieval service managed by our Emergency Department and Intensive Care Unit.

## *Health research*

The Princess Alexandra Hospital is a major medical research precinct, hosting, Australia's most advanced medical research facility, the Translational Research Institute (TRI) as well as a new Clinical Research Facility for the discoveries made at TRI to be trialled in a safe clinical environment.

We are one of eight partners in Queensland's first academic health sciences centre, Brisbane Diamantina Health Partners.

The PA Research Foundation, which is situated on our hospital campus, is dedicated to fundraising to support PAH research activities.

## **Organisational Structure**

The organisational chart is available at <http://www.health.qld.gov.au/metrosouth/>

## **Pre-employment screening**

Pre-employment screening, including criminal history and discipline history checks, may be undertaken on persons recommended for employment. The recommended applicant will be required to disclose any serious disciplinary action taken against them in public sector employment. In addition, any factors which could prevent the recommended applicant complying with the requirements of the role are to be declared.

Roles providing health, counselling and support services mainly to children will require a Blue Card. Please refer to the Information Package for Applicants for details of employment screening and other employment requirements.

## **Health professional roles involving delivery of health services to children and youth**

All relevant health professional (including registered nurses and medical officers) who in the course of their duties formulate a reasonable suspicion that a child or youth has been abused or neglected in their home/community environment, have a legislative and a duty of care obligation to immediately report such concerns to Child Safety Services, Department of Communities.

All relevant health professional are also responsible for the maintenance of their level of capability in the provision of health care and their reporting obligations in this regard.

## **Salary Packaging**

To confirm your eligibility for the Public Hospital Fringe Benefits Tax (FBT) Exemption Cap please contact either of the Queensland Health Salary Packaging Bureau Service Providers - RemServ via telephone 1300 30 40 10 or <http://www.remserv.com.au> or SmartSalary via telephone 1300 218 598 or <https://qld.smartsalary.com.au/>

## **Disclosure of Previous Employment as a Lobbyist**

Applicants will be required to give a statement of their employment as a lobbyist within one (1) month of taking up the appointment. Details are available at <http://www.psc.qld.gov.au/library/document/policy/lobbyist-disclosure-policy.pdf>

## **Probation**

Employees who are permanently appointed to Metro South Health may be required to undertake a period of probation of six months (except for certain medical officers whose probationary period is 12 months) in accordance with Metro South's Probation Procedure WS.B.PR.2.3.