

# Position Description

<b>Position title</b>	Program Manager – Primary Care Innovation and Integration
<b>Status</b>	Full Time – ongoing position
<b>Location</b>	Eight Mile Plains
<b>ABOUT PRIMARY HEALTH NETWORKS (PHNs) AND BRISBANE SOUTH PHN</b>	
<p>Brisbane South PHN has a strong commitment to working in partnership with our local communities, with primary health care professionals, regional hospital and health services, all levels of government and with the public, private and not-for-profit sectors. Through delivering on our strategic vision of Better System, Better Health, our aim is that the Brisbane South region, its primary health agencies, professionals and its local communities will be recognised as experiencing a high quality health system that is delivering improved lifelong health and wellbeing.</p> <p>In addition, our values - Courage, Respect, Integrity, Synergy, Purpose - shape the way we work with our stakeholders and with each other.</p> <p>Our efforts are focused on improving the system for everyone – individuals, families, communities, health professionals, key stakeholders and the primary health sector.</p> <p><b>Brisbane South PHN supports the primary health sector in a number of ways.</b></p> <ul style="list-style-type: none"> <li>• Through careful analysis, consultation and planning, we help to identify and address health needs and service gaps.</li> <li>• We share knowledge and information with and throughout our network.</li> <li>• We work directly with general practitioners, allied health professionals and health care organisations.</li> <li>• Our services include sharing of information, digital solutions and workforce education and training, so health service providers can be better placed to deliver care to patients, keeping them healthy and out of hospital.</li> <li>• Through our partners and contracted providers we commission the delivery of services for our region’s most vulnerable people, including those in need of mental health, drug and alcohol and other support services.</li> </ul>	
<b>POSITION OBJECTIVE</b>	
<p>The objective of this position is to:</p> <ol style="list-style-type: none"> <li>1. Plan and lead initiatives and programs to build the capacity and capability of primary care services to deliver high performing primary care, and facilitate the delivery of integrated care approaches and programs based on the principles of: person centred, comprehensive, coordinated, accessible, safe quality, accountable and transparent care.</li> <li>2. Ensure activities focus on the achievement of program goals and contribute to the realisation of the Brisbane South PHN strategic goals and vision.</li> </ol>	
<b>Accountability</b>	This position reports to the General Manager – Primary Health
<b>Direct reports</b>	5 - Chronic Care Manager, Manager – Health Integration, Person Centred Collaborative Care (PCCC) Practice Consultants (x2), PCCC Clinical Lead
<b>Budget</b>	Approx. \$2.5 million per annum
<b>Delegated Authority</b>	As per approved Brisbane South PHN delegations

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KEY RESPONSIBILITIES	
<ul style="list-style-type: none"> <li>• High level stakeholder engagement across multiple health and related sectors to facilitate co-design of Patient Centred Collaborative Care initiatives</li> <li>• Development and delivery of change and adoption strategies associated with the delivery of Patient Centred Collaborative Care</li> <li>• Lead and develop initiatives to build General Practices' capacity to manage, support and coordinate the care of patients – particularly those with chronic and complex conditions</li> <li>• Creation of high quality documents, including (but not limited to) RFT, EOI, Background Papers, Service and profile reviews, Briefing notes, committee reports, project and communications plans</li> <li>• Effectively lead a team in a manner consistent with the values of the organisation and represent the organisation to inform and education stakeholders about our initiatives, programs and commitment to delivering better health outcomes</li> <li>• Ensure the Patient Centred Collaborative Care project, programs and collaborations align with the Brisbane South PHN strategic and organisational plans and priorities, and contractual obligations.</li> <li>• Provide ethical decision making to support the achievement of organisational goals.</li> <li>• Any activities that might reasonably be expected in this position</li> </ul>	
CAPABILITIES AND COMPETENCIES	
<p>Brisbane South PHN has a Capability and Competency Framework aligned to the Strategic Framework, Vision, Purpose and Values. The expected capabilities, competencies and success behaviours for this position are described in the Framework in the role group: <b>Specialists, Program, Project, Unit Managers.</b></p>	
SKILLS, EXPERIENCE AND QUALIFICATIONS	
<ul style="list-style-type: none"> <li>• Bachelor degree or higher in a health related field.</li> <li>• Excellent written and verbal communication and interpersonal skills including the ability to write reports and present information in a variety of formats and environments to diverse audiences</li> <li>• Proven experience in project management, change management, and/or quality improvement and/or service re-design methodologies.</li> <li>• High level experience in successfully leading teams through change.</li> <li>• Ability to engage successfully with a wide range of multidisciplinary stakeholders.</li> <li>• Significant understanding and working knowledge of the Australian healthcare sector, including the primary health care sector and contemporary primary health reform initiatives.</li> <li>• A solid understanding of clinical concepts and an ability to apply sound logic in the preparation of advice on model of care or service re-design.</li> <li>• Ability to utilise analytical solution focused problem solving skills to develop solutions and ensure they are applied effectively.</li> <li>• Moderate to high level skills in Microsoft Office suite applications.</li> <li>• Experience working in the health sector.</li> <li>• Current driver's licence</li> <li>• Positive National Police Check</li> </ul>	
<b>Manager's Signature</b>	<b>Date</b>
<b>Manager's Name</b>	
<b>Employee's Signature</b>	<b>Date</b>
<b>Employee's Name</b>	