

Position Description

Position title	GP Advisor
Status	15.2 hours per week - Fixed Term until 30 June 2025
Location	Eight Mile Plains

ABOUT PRIMARY HEALTH NETWORKS (PHNS) AND BRISBANE SOUTH PHN

Brisbane South PHN is one of 31 regional Primary Health Networks (PHNs) established nationally by the Australian Government to help deliver an efficient and effective primary health care system for the people of Australia. We work with health professionals and communities to understand our region’s health and wellbeing needs, and commission services that respond to those needs. By investing in person-centred, place-based models of care, we deliver results for the people and communities in our region and support broader health system reform.

As a local agent of system change for the people in our region, we’re committed to:

- deeply understanding the health needs and service gaps in our region
- commissioning safe, equitable health services in response to people’s needs
- improving health literacy and access to health services in our communities
- supporting health professionals and workers in the primary health system
- partnering to deliver better health outcomes and experiences of care for people in our region.

Our vision is ‘healthy thriving communities’.

Our values are Respect, Courage, Integrity, Equity, Collaboration, and Excellence shaping the way we work with our stakeholders and with each other.

Our purpose is partnering with care providers and communities to strengthen health and wellbeing, especially for those with the greatest need.

ABOUT THE GENERAL PRACTICE WORKFORCE PLANNING AND PRIORITISATION (GP WPP) PROGRAM

Medical practitioners wishing to pursue a career in general practice in Australia have their choice of training with two GP colleges, the Royal Australian College of General Practice (RACGP) and/or the Australian College of Rural and Remote Medicine (ACRRM). There are a number of entry points, including the Australian General Practice Training (AGPT) program, the Remote Vocational Training Scheme (RVTS) – both of which are funded by the Commonwealth Department of Health and Aged Care (DOHAC), and for ACRRM trainees, the Independent Pathway.

From 1 February 2023, program governance for the administration of the AGPT program is now the responsibility of the GP colleges (RACGP and ACRRM). The transition of the programs to a college-led model will streamline pathways for GP registrars to deliver a general practice workforce that meets community needs.

The GP WPP activity will deliver robust, independent, evidence-based advice to the Commonwealth DOHAC and GP colleges to inform GP training placement priorities at the general practice catchment level. This will support the delivery of a GP workforce to meet current and future GP workforce needs. GP WPP analyses will inform distribution targets set by the Commonwealth DOHAC and will assist the GP colleges in placement decisions and training capacity planning.

POSITION OBJECTIVE

The objective of this position is to:

1. Provide an advisory function to the Brisbane South PHN team (as a consortium member) across multiple elements of GP WPP program implementation, including the development of the Workforce Needs, Training Capacity and Training Pathways Reports.

Position Description

2. Leverage relevant professional and General Practice networks, within the Brisbane South PHN region, to support stakeholder engagement activities, facilitate data collection, and provide advice and insights to inform System Integration and Coordination (SIC) Team activities and priorities.
3. Ensure activities focus on the achievement of SIC Team goals and contribute to the realisation of the Brisbane South PHN strategic goals and vision.

REPORTING RELATIONSHIPS

Reporting to	Manager – System Integration and Coordination (SIC)
Direct reports	Nil
Indirect reports (Team size)	Nil

KEY RELATIONSHIPS

External	Department of Health and Aged Care, Hospital and Health Services, Primary Health Networks, GP Peak Bodies, Providers, Consumers and other relevant organisations
Internal	System Integration and Coordination Team
Delegation Authority	As assigned by the Brisbane South PHN Delegation of Authority Policy

KEY RESPONSIBILITIES

- Provide advice and support for the design, implementation and evaluation of stakeholder communication and engagement initiatives (focussed on Peak Bodies, General Practitioners and Registrars).
- Represent Brisbane South PHN on relevant committees, and at stakeholder engagement activities and meetings and provide feedback to the PHN on meeting actions and outcomes.
- Develop and maintain productive working relationships with internal and external stakeholders to gain insights and intelligence to effectively inform GP WPP reports.
- Timely reporting of all stakeholder interactions, ensuring that information is relevant, accurate, up-to-date and accessible by other team members.
- Stay informed and maintain knowledge of the current policies and requirements of the AGPT Program training pathways with ACCRM and RACGP, and other GP Training Programs as relevant
- Provide advice, support and guidance to SIC Team programs and activities.
- Identify opportunities to enhance the quality of primary healthcare services.
- Regularly attend team and staff meetings.

General

- Perform other duties consistent with the position where required and/or requested by management from time to time.
- Complete mandatory and other training as required.
- Adhere to all organisational policies and procedures, including all workplace health and safety measures.

KEY SELECTION CRITERIA

Essential

- General Practitioner with current AHPRA Registration.
- Fellowship of the Royal Australian College of General Practitioners (FRACGP) or Fellowship of the Australian College of Rural and Remote Medicine (FACRRM).
- Strong understanding of the health system including Primary Health Networks (PHNs) and their purpose.

Position Description

- Strong analytical and problem-solving skills with an ability to distil key information from multiple and sometimes complex sources, interpret relevant data reports and undertake analysis of stakeholder feedback.
- Proven track record in customer service and stakeholder engagement, including the ability to build relationships, foster networks, and support partnerships with internal and external stakeholders including general practitioners, practice managers, Hospital and Health Services, and Aboriginal Community Controlled Health Organisations (ACCHOs).
- Experience in facilitation and/or delivery of information to individuals and/or small groups
- Excellent written and verbal communication skills
- Current driver's licence
- National Police Check

Desirable

- Experience working in general practice within the Brisbane South region.
- Relevant, current knowledge of requirements of the AGPT program, RACGP Vocational Training Standards, ACRRM Training Standards for Supervisors and Training Posts, and National Terms and Conditions for the Employment of Registrars (NTCER).

Core Capabilities

The Brisbane South PHN Capability Framework defines the core capabilities including knowledge, skills and behaviours required for all employees to perform their role and ultimately for Brisbane South PHN to deliver on its strategic objectives.

Manager's Signature		Date
Manager's Name		
Employee's Signature		Date
Employee's Name		