

# Position Description

<b>Position title</b>	Primary Health Reform Coordinator
<b>Status</b>	Full-time
<b>Location</b>	Eight Mile Plains
<b>ABOUT PRIMARY HEALTH NETWORKS (PHNS) AND BRISBANE SOUTH PHN (BSPHN)</b>	
<p>Brisbane South PHN puts people at the heart of health care. We specialise in person-centred, place-based health system reform that delivers meaningful change and sustainable results. We are partnering to build a health and wellbeing system in which every person in the Brisbane south region, especially those with the greatest need, is supported to live well and experiences care that is connected, high quality and easy to access - our vision is 'the best possible health and wellbeing for every person in the Brisbane south region'.</p> <p>In addition, our values - Courage, Integrity, Purpose, Respect, Synergy - shape the way we work with our stakeholders and with each other.</p> <p>Our purpose in partnering to build a health and wellbeing system in which every person in the Brisbane south region, especially those with the greatest need, is supported to live well and experiences care that is connected, high quality and easy to access.</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>Primary Health Reform</b>	
<p>Brisbane South PHN's strategic plan goal of "Better Health" aims to ensure care is accessible, appropriate and person centred. Our strategic actions to promote the adoption of primary health reforms include:</p> <ul style="list-style-type: none"> <li>• Promote the provision of seamless, effective and efficient care that reflects a person's whole of life health needs including physical and mental health</li> <li>• Build internal and external leadership and capacity to drive the development and implementation of person-centred care and primary health reforms across Brisbane South region</li> <li>• Partner and work with general practices and commissioned providers in the development of capabilities that facilitate and support the adoption of person-centred care and primary health reforms</li> <li>• Lead a change management strategy that supports engagement and sustainable change in person-centred care and primary health reforms, business practices and new ways of thinking and working</li> </ul>	

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POSITION OBJECTIVE	
<p>The objectives of this position are to lead the delivery of activities to promote the adoption of primary health reforms consistent with our strategic plan actions:</p> <ol style="list-style-type: none"> <li>1. Lead the development and delivery of person-centred care and primary health reform activities and initiatives across Brisbane South PHN</li> <li>2. Plan and coordinate programs to build the capacity of primary care services (especially general practices and commissioned providers) to deliver high performing primary health care, and facilitate the delivery of integrated care approaches and programs</li> <li>3. Monitor and evaluate the effectiveness of primary health reform activities and initiatives</li> </ol>	
<b>Accountability</b>	This position reports to the Manager – Person-Centred Care
<b>Direct reports</b>	Nil at present
<b>Budget</b>	As per approved Activity Work Plans
<b>Delegated Authority</b>	As per approved BSPHN delegations
KEY RESPONSIBILITIES	
<ul style="list-style-type: none"> <li>• In collaboration and partnership with other Brisbane South PHN staff, embed the person-centred care philosophy and principles into program areas of work, commissioning, and activities/project plans</li> <li>• Promote and enable Brisbane South PHN teams to effectively coordinate activities that advance the adoption of primary health reforms through engagement, support and workforce development of primary care providers (including general practice and commissioned providers)</li> <li>• Ongoing management of program works and project plans associated with person-centred care and primary health reforms including:               <ul style="list-style-type: none"> <li>○ Maintaining accurate and contemporaneous project and performance data and information as required for reporting on deliverables and budgets</li> <li>○ Actively participate in and inform monitoring and evaluation of programs and activities ensuring alignment to the Person-Centred Care Evaluation Framework and the Brisbane South PHN Performance and Outcomes Framework.</li> <li>○ Ensuring the establishment and maintenance of productive and collaborative partnerships with project stakeholders including internal Brisbane South PHN staff, primary care providers and other service providers</li> </ul> </li> <li>• Development and delivery of change and adoption strategies associated with the delivery of person-centred care and associated primary health reforms</li> <li>• Support Brisbane South PHN in the design, development, execution and evaluation of several different but complimentary initiatives as part of primary health care reform, including any activities that might reasonably be expected to meet organisational and program objectives.</li> </ul>	

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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 &amp; Project Unit Managers</b>.</p>	
SKILLS, EXPERIENCE AND QUALIFICATIONS	
<ul style="list-style-type: none"> <li>• Advanced knowledge of the broader Australian Health System, in particular the Primary Health sector.</li> <li>• A minimum of 3 years' experience leading and implementing complex change and reform in the health and/or human services sector/s and demonstrated knowledge and understanding of contemporary, evidenced based primary health reform initiatives, particularly as they relate to general practice.</li> <li>• Advanced understanding of factors that contribute to integration across the health system (e.g. Digital Health, funding models, policies, strategies, research and evidence).</li> <li>• Strong analytical and problem-solving ability that drives quality improvement.</li> <li>• Proven successful track record in project management, health services planning, evaluation and user experience design.</li> <li>• Demonstrated ability to engage productively with stakeholders including clinicians and other members of the health care team to build strong and sustainable relationships.</li> <li>• Formal tertiary qualifications in health, social, behavioural or human services or a related field.</li> <li>• Current driver's licence</li> <li>• Positive National Police Check</li> </ul> <p><i>To comply with the Workers in a healthcare setting (COVID-19 Vaccination Requirements) Direction, Public Health Act (2005) Qld, it is a mandatory requirement that all Brisbane South PHN employees have had the prescribed number of COVID-19 vaccination doses before they can commence employment.</i></p>	
<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>	