



# Job Description Form



SOUTH WEST

Landscape Photos: Tourism Western Australia

**Position Title**

**Position number: 614387**

**Registrar – Service – General Medicine**

## Regional Profile

The South West is located in the southern-western corner of Australia and covers an area of nearly 24,000 square kilometres. It is Western Australia’s most popular tourist destination and has unique biodiversity and a rich natural environment. The Regional Health Service offers two (2) main health facilities at Bunbury and Busselton. The Health Service is also widely supported with a network of smaller hospitals and Multi-Purpose Service (MPS) sites at: Augusta, Boyup Brook, Bridgetown, Collie, Donnybrook, Harvey, Margaret River, Nannup, Northcliffe, Pemberton and Warren.

## About the WA Country Health Service

### Our Strategic Priorities



### Our Values

#### Community

We live and work in country communities. We are invested in the health, wellness and viability of country communities and the vibrancy, diversity and future of country WA.

#### Compassion

We are inclusive, respectful, and considerate. We care deeply about the people in our care and country communities.

#### Quality

We provide safe, high-quality care, constantly striving to innovate, improve and achieve trust in our care.

#### Integrity

We bring honesty, collaboration and professionalism to everything that we do.

#### Equity

We are passionate about fairness in healthcare for all Western Australians, especially the most vulnerable and disadvantaged people and communities.

#### Curiosity

We continually enquire and seek to understand, using the best evidence, insight and research to improve care.

### Our Vision

To be a global leader in rural and remote healthcare.

### Our Mission

To deliver and advance high quality care for country WA communities.

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## Directorate overview

The Directorate of Medical Services provides leadership and oversight for Western Australian Country Health Service (WACHS)- South West in the areas of patient safety and clinical quality, clinical leadership, and medical workforce.

The Directorate works collaboratively with the WACHS Central Office Directorate and local staff to deliver patient centered, high quality, value-based health services to WA’s regional and remote population. The Directorate aligns with the WACHS strategy and values of community, compassion, quality, integrity, equity and curiosity.

The Directorate leads and coordinates a range of programs for WACHS including medical workforce recruitment and credentialing and safety and quality.

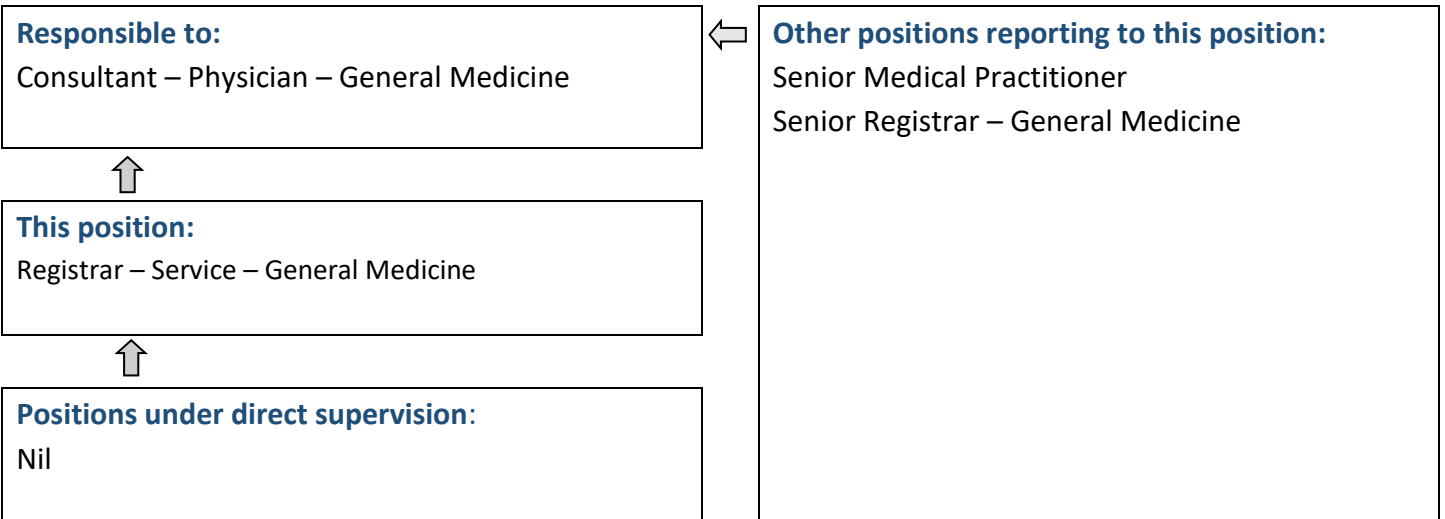
## Position Details

Position Number:	614387	Registration Date:	August 2023
Classification:	MP YEAR 1-7	Location:	Bunbury
Award / Agreement:	Medical Practitioners Agreement		
Organisational Context:	Medical		

## Position Overview

Provides a high standard of medical care to patients in Bunbury Hospital. Promote maintenance of clinical standards and quality of care.

## Reporting Relationships



## Key Duties/Responsibilities

### 1. Clinical Duties

- 1.1. Responsible for the clinical care of patients under the supervision of senior medical staff including:
  - a. attending to patient in order of medical urgency.
  - b. taking history of full medical examinations of new admissions and arranging appropriate investigations and assisting with medical procedures as required.
  - c. managing medical conditions according to acceptable clinical standards under supervision of senior registrars and consultants.
  - d. collaborating with other medical, nursing staff and multidisciplinary team members to facilitate patient management.
  - e. communicating with family, outside medical practitioners, and/or community services concerning patient management
- 1.2. Document clinical notes throughout each episode of patient care and at the time of discharge to meet medical record standards.
- 1.3. Manages patients and documents with regard to risk management principles.
- 1.4. Participate in after hours and weekend rosters.
- 1.5. Provide clinical supervision and teaching to medical colleagues.
- 1.6. Involvement in the outpatient clinics as directed.

### 2. Administrative Duties

- 2.1. Participate in data collection, clinical audits, clinical risk management and Quality Assurance Program activities.
- 2.2. Liaises with external agencies and Community Services including Royal Flying Doctor Service, Police, St John Ambulance, etc. as directed by the HoD or Director Medical Services.
- 2.3. Participate in special projects such as disaster planning, clinical pathway design, etc. as directed by the HoD or Medical Director.
- 2.4. Prepare medical reports in liaison with senior medical staff.
- 2.5. Participate in performance management activities and maintain and update professional knowledge.

### 3. Training Responsibilities

- 3.1. Monitor your own performance and seek assistance from your senior staff or Consultant if uncertain about any aspect of your clinical work.
- 3.2. Attend teaching sessions as directed.
- 3.3. Assist in the teaching of medical students and medical colleagues, as directed.
- 3.4. Participate in research and clinical audits as directed.

### 4. Other

- 4.1. Other duties as required.



## Work Related Requirements

The following criteria are to be read together with the Brief Summary of Duties and considered in the context of the WACHS Values.

### ESSENTIAL

1. Eligible for registration with the Medical Board of Australia.
2. Demonstrated clinical and procedural experience.
3. Ability to provide teaching, supervision and training support.
4. Demonstrated well developed communication and interpersonal skills.
5. Ability to work in a multidisciplinary team environment.
6. Demonstrated organisational and time management skills.
7. Demonstrated commitment to clinical governance within health care
8. Demonstrated understanding and knowledge of Aboriginal Cultural respect framework.

### DESIRABLE

1. Demonstrated experience as a medical practitioner within the Australian or equivalent health system.
2. Demonstrated commitment to ongoing education and research.
3. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

## Appointment Pre-requisites

Appointment is subject to:

- Evidence of registration by the Medical Board of Australia must be provided prior to commencement
- Provision of the minimum identity proofing requirements
- Successful Criminal Record Screening Clearance
- Successful Pre-Employment Health Assessment
- Successful WA Health Integrity Check
- This position is subject to a Working With Children (WWC) Check. This is a compulsory check for people who carry out child-related work in Western Australia and completion of training for Mandatory Reporting of Child Sexual Abuse.

WA Country Health Service  
South West

23 August 2023

REGISTERED

