HSS Registered

Consultant – Obstetrician and Gynaecologist

Medical Practitioners Agreement: Year 1-9

Position Number: 006139

Obstetrics and Gynaecology / Medical Services

Armadale Health Service / East Metropolitan Health Service

Reporting Relationships

Director Clinical Services
Year 1 - 9
Position Number: 005986

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Head of Department Obstetrics and Gynaecology
Year 1 - 9
Position Number: 007989

⬅ Also reporting to this supervisor:
- Title, Level, FTE

⬆

This Position

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Directly reporting to this position:

Title	Classification	FTE
Resident Medical Officers	Year 1-3	2FTE
Registrar	Year 1-7	1FTE

Key Responsibilities

Leads the multidisciplinary team to provide specialist obstetrics and gynaecology services to patients. Promotes patient safety and quality of care. Provides leadership, orientation, training, supervision and education, where relevant, for doctors in training, Health Service Medical Practitioners and other health workers. In collaboration with the Head of Department (HoD) Obstetrics and Gynaecology and other Consultants, works to achieve national, state and East Metropolitan Health Service performance standards and targets. Works within the scope of clinical practice as defined and recommended by the Area Medical Credentialing Committee.

EMHS Vision and Values

Our Vision

Healthy people, amazing care.
Koorda moort, moorditj kwabadak.

Healthy people refers to the commitment we have as an organisation to ensure our staff, patients and the wider community have access to comprehensive healthcare services, in order to maintain healthy lives.

Amazing care reflects the sentiment of those consumers accessing our healthcare services from feedback provided to us. This common statement resonates with the health service, and reflects our intentions in our practice and work every day.

As a health service which celebrates diversity of culture and languages, it is also important that our vision is shared in the Noongar language.

Our Values

Our Values reflect the qualities that we demonstrate to each other and our community every day. Our staff make a difference every day to the patients, families and consumers they provide care, advice and support to. The EMHS values capture the shared responsibility that we uphold as most important, which are:

- **Kindness** – kindness is represented in the support that we give to one another. This is how we demonstrate genuine care and compassion to each and every person.
- **Excellence** – excellence is the result of always striving to do better. This is represented by constant improvements to the way in which we deliver our services, which results in a high performing health service.
- **Respect** – we demonstrate respect through our actions and behaviours. By showing each other respect, in turn we earn respect.
- **Integrity** – integrity is doing the right thing, knowing it is what we do when people aren't looking that is a true reflection of who we are.
- **Collaboration** – collaboration represents working together in partnership to achieve sustainable health care outcomes for our community with a shared understanding of our priorities.
- **Accountability** – together we have a shared responsibility for ensuring the best health care outcomes for our community. This is a reminder that it is not only our actions, but also the actions we do not do, for which we are accountable.

Brief Summary of Duties (in order of importance)

- The Hospital Executive Director holds each Consultant responsible for the care of all patients assigned to them, understanding that after hours, the responsible Consultant is the Consultant on duty/on-call unless the patient has recently undergone a procedure.
- Each Consultant is responsible for the orientation, education and supervision of the junior medical staff allocated to them. Supervision is especially important during procedures.

1. Specific Duties Relevant to Specialty/Sub Specialty

1.1 Provides a high standard of obstetrics and gynaecology care to patients under the direction of the HoD Obstetrics and Gynaecology (O&G)

1.2 Participates in an on-call roster for afterhours work covering the O&G department.

1.3 Meets the following key performance Indicators for this position as follows:

- Performance

  WEAT - 90 % ED attendances with LOE </=4 hours

  90% of patients pulled to relevant ward areas within 4 hours

  Length of Stay: within HRT benchmark for each relevant ward

  WEST: 100% patients treated within boundary times (reportable), 80% (non-reportable)

  Theatre efficiency = 85% for all elective lists

2. Clinical

2.1 Leads the provision of specialist consumer centred medical care to inpatients and outpatients and provides a consultation service on request for other patients.

2.2 Undertakes clinical shifts at the direction of the HoD O&G.

2.3 Consults, liaises and support patients, carers, colleagues, nursing, allied health, support staff, external agencies and the private sector to provide coordinated multidisciplinary care.

2.4 Responsible for ensuring patients are involved in decision making regarding their care.

2.5 Clinically reviews or assesses patients on the day of admission, or earlier if required when on-call or admitted under their care.

2.6 Conducts regular clinical review of patients at appropriate intervals with doctors in training ensuring that the medical record (including discharge summaries) is accurately updated after review of each patient.

2.7 Facilitates timely discharge of patients by actively addressing any delays in patient admission, treatment or discharge, including through regular participation in multidisciplinary team meetings.

2.8 Actively and openly manages clinical incidents through open disclosure.

2.9 Provides preliminary advice to doctors both internal and external to EMHS and refers requests for interhospital transfers to the bed manager/operations centre advising if transfer is time critical.

2.10 Works with the HoD O&G and other Consultants to distribute planned and unplanned patient demand across the specialty and other hospital sites and champions clinical service redesign to improve systems of care.

2.11 Completes clinical documentation and undertakes other administrative/management tasks as required.

2.12 Participates in departmental and other meetings as required to meet organisational and service objectives.

2.13 Complies with Medical Staff Guidelines issued by some hospitals.

3. Education/Training/Research

3.1 Engages in continuing professional development/education and ensures continuous eligibility for the relevant specialist medical registration as per essential criterion 1.

3.2 Educates doctors in training, medical students and other members of the multidisciplinary team through ward rounds, formal presentations, tutorials and other modalities.

3.3 Develops and participates in evidence based clinical research activities relevant to specialty.

4. EMHS Governance, Safety and Quality Requirements

4.1 Fulfils National Safety and Quality Health Services Standards requirements including but not limited to:

- Participating in continuous safety and quality improvement actions, such as audits, reviews and drills that result in improvements to patient care, staff knowledge or the consumers experience and that align with actions described within the standard.
- Participating with the development, implementation, reporting and monitoring of quality assurance measures and activities.
- Ensuring records and statistics are kept in accordance with established procedures.

4.2 Undertakes performance development review of staff under their supervision and submits them to the HoD O&G.

4.3 Initiates, implements and participates in audit, quality improvement and research activities in consultation with the HoD O&G to systematically evaluate service delivery and meet customer needs.

4.4 Participates in relevant clinical governance committees including regular clinical reviews, Root Cause Analysis (RCA) and morbidity/mortality reviews as required and implements endorsed recommendations.

4.5 Attends to medico legal issues that arise concerning patients that have been under their care and advises the HoD O&G about complaints they receive pertaining to themselves or other doctors.

4.6 Responsible for ensuring, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.

4.7 Performs duties in accordance with Government, WA Health, East Metropolitan Health Service and Departmental / Program Specific Policies and Procedures including the relevant Occupational Safety and Health legislation, Equal Opportunity legislation and WA Health Code of Conduct.

5. Undertakes other duties as directed

Work Related Requirements

The following criteria should be read together with the Brief Summary of Duties and considered in the context of the EMHS Values.

Essential Selection Criteria

1. Eligible for registration by the Medical Board of Australia and Fellowship of the Australian and New Zealand College of Obstetrics and Gynaecology or equivalent.
2. Demonstrated extensive knowledge, clinical experience, judgement and skills in the practice of area of specialty including in associated diagnostic and therapeutic procedures.
3. Demonstrated high level skills in all aspects of the CanMEDS competency framework.
4. Demonstrated experience in clinical teaching and clinical research.
5. Demonstrated knowledge and application of quality improvement principles and practices.
6. Demonstrated ability to provide leadership, facilitate effective multidisciplinary teamwork and provide patient centric care.
7. Demonstrated high level communication, interpersonal, negotiation and conflict resolution skills.
8. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

Desirable Selection Criteria

1. Post final fellowship sub specialty, education, research or quality improvement training or qualifications.
2. Knowledge of current clinical governance systems.

Appointment Prerequisites

Appointment is subject to:

- Evidence of registration by the Medical Board of Australia must be provided prior to commencement.
- Working with Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Manager / Supervisor Name	**Signature**	**HE Number**	**Date**
Dept. / Division Head Name	**Signature**	**HE Number**	**Date**

As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Occupant Name	**Signature**	**HE Number**	**Date**

Effective Date

HSS Registration Details (to be completed by HSS)

Created on **Last Updated on** October 2019