

DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Senior Medical Scientist - Microbiology
Position Number:	510225
Classification:	Allied Health Professional Level 3
Award/Agreement:	Allied Health Professionals Public Sector Unions Wages Agreement
Group/Section:	Hospitals South - Royal Hobart Hospital Pathology Services
Position Type:	Permanent, Full Time
Location:	South
Reports to:	Medical Scientist in Charge
Effective Date:	July 2021
Check Type:	Annulled
Check Frequency:	Pre-employment
Essential Requirements:	Eligible for membership with a relevant professional body such as Australian Institute of Medical and Clinical Scientists, Australasian Association for Clinical Biochemistry and Laboratory Medicine, The Australian Society for Microbiology, Human Genetics Society of Australasia or the Australian Society of Cytology Where there is no relevant professional body the essential qualification must be met.
Desirable Requirements:	A minimum of ten years' experience in the field of Medical Microbiology, with expertise in quality control. Relevant postgraduate qualification/s in the field of activity of the Department. Membership/Fellowship awarded by a recognised professional body,.
Position Features:	Participation in weekend, public holiday and out-of-hours call-back rosters is required.

NB. The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.

Primary Purpose:

Provide guidance and coordination to professional and technical staff throughout Microbiology.

Participate in a rostered work rotation throughout Microbiology.

Work independently under the general supervision of the Medical Scientist in Charge (Microbiology) to solve the more complex and critical technical problems as they arise during the routine operation of the unit.

Duties:

1. Provide guidance, support and coordination to professional and technical staff as required.
2. Perform routine and specialised tests in Microbiology with accurate and full documentation of results and reports, including involvement in more complex and critical technical problems and provide appropriate recommendations and/or solutions.
3. Interpret and report microbiology results, ensuring all results and process verification procedures are complied with, and liaise with the requesting nursing, medical and allied health staff as appropriate.
4. Participate in, and provide, continuing education and professional development for self and other staff within Microbiology.
5. Participate in internal and external quality control and quality assurance programs.
6. Participate in, and contribute to, the development, evaluation and implementation of new techniques and equipment.
7. Prepare and maintain operational manuals and guidelines.
8. Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives, safeguarding practices for vulnerable people, and related training.
9. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

Key Accountabilities and Responsibilities:

Under the broad direction of the Medical Scientist in Charge, the Deputy Scientist in Charge and/or the Director of Microbiology, the Senior Medical Scientist - Microbiology will undertake duties according to the policies, objectives, and priorities of the Department. The occupant will:

- Rotate throughout the Microbiology Department as rostered.
- Exercise significant independent professional judgment in meeting the objectives of the Department and in the resolution of problems and issues in the specialised field.
- Develop, validate, and implement new and novel methodologies, in consultation with the Medical Scientist in Charge and the Director of Microbiology, as required.
- Champion a child safe culture that upholds the *National Principles for Child Safe Organisations*. The Department is committed to the safety, wellbeing, and empowerment of all children and young people, and expect all employees to actively participate in and contribute to our rights-based approach to care, including meeting all mandatory reporting obligations.

- Where applicable, exercise delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
- Comply at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.

Pre-employment Conditions:

It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.

The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

1. Conviction checks in the following areas:
 - a. crimes of violence
 - b. sex related offences
 - c. serious drug offences
 - d. crimes involving dishonesty
2. Identification check
3. Disciplinary action in previous employment check.

Selection Criteria:

1. Practical experience and theoretical knowledge relevant to medical microbiology and the interpretation of results.
2. Demonstrated significant degree of professional judgement and initiative, together with the ability to work autonomously within set guidelines and perform as an effective member of a professional team.
3. Demonstrated knowledge to apply scientific principles in the regulatory and accreditation requirements relevant to Microbiology testing and a proven capability to implement and/or maintain such.
4. High level interpersonal and communication skills, including supervisory and training experience, to provide support and guidance to professional and technical staff, and a demonstrated ability to liaise with nursing, medical and allied health staff.
5. Demonstrated problem solving and change management skills with a commitment to continuous professional development and demonstrated evidence of an ongoing professional contribution.

Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department of Health is committed to improving the way we work with vulnerable people, in particular implementing strategies and actions to promote child safety and wellbeing, empower, and prevent harm to children and young people.

The Department upholds the *Australian Charter of Healthcare Rights* in our practice and is committed to the safeguarding and protection of the welfare and rights of all people, particularly those that may be at risk of abuse, neglect, or exploitation. We place emphasis on the provision of culturally safe, respectful, and inclusive care that is responsive to diverse needs.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000*. The Department supports the [Consumer and Community Engagement Principles | Tasmanian Department of Health](#).