

DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Staff Specialist - Anatomical Pathology
Position Number:	510263
Classification:	Specialist Medical Practitioner Level 1-11
Award/Agreement:	Medical Practitioners (Public Sector) Award
Group/Section:	Hospitals South - Critical Care, Clinical Support and Investigations Anatomical Pathology
Position Type:	Permanent/Fixed-Term, Full Time/Part Time
Location:	South
Reports to:	Head of Department (Anatomical Pathology)
Effective Date:	December 2021
Check Type:	Annulled
Check Frequency:	Pre-employment
Essential Requirements:	Anatomical pathologist with fellowship of the Royal College of Pathologists of Australasia (FRCPA) or relevant equivalent qualification <i>*Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee's responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer if a registration/licence is revoked, cancelled or has its conditions altered.</i>
Desirable Requirements:	Royal College of Pathologists of Australasia (RCPA) autopsy certificates - adult and perinatal, or relevant equivalent qualification
Position Features:	Participation in the oncall roster

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 diagnostic services in Anatomical Pathology for patients of the Royal Hobart Hospital (RHH).

Be involved with undergraduate teaching and post graduate teaching.

Undertake research and quality improvement activities.

Duties:

1. Participate in the Anatomical Pathology services provided by the department of Anatomical Pathology at the RHH.
2. Conduct tissue review meetings.
3. Undertake undergraduate teaching of medical students of the University of Tasmania.
4. Provide supervision and training of postgraduate specialist trainees.
5. Maintain involvement in research activities including supervision of research students.
6. Monitor the effectiveness of the services provided to patients.
7. Provide administrative functions to the unit as required.
8. Work collaboratively with scientific staff and other health professionals.
9. 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.
10. 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:

- Responsible for the above functions and tasks.
- Required to operate independently, acting within clinical privileges as defined.
- Limited direction and supervision from the Head of Department and/or Director of Pathology Services.
- Responsible to the Head of Department and Director of Pathology Services.
- 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. Demonstrated ability to provide Anatomical pathology services at a tertiary referral teaching hospital standard.
2. Demonstrated capacity for undergraduate and postgraduate teaching.
3. Ability to undertake and manage research activities.
4. Ability to communicate effectively and maintain good interpersonal relationships.
5. Knowledge of recent advances in relevant medical area.

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](#).