

DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Senior Physiotherapist (Team Leader)
Position Number:	508325, 516229
Classification:	Allied Health Professional Level 4
Award/Agreement:	Allied Health Professionals Public Sector Unions Wages Agreement
Group/Section:	Hospital South – Physiotherapy
Position Type:	Permanent, Full Time
Location:	South
Reports to:	Deputy Manager - Physiotherapy Services
Effective Date:	October 2020
Check Type:	Annulled
Check Frequency:	Pre-employment
Essential Requirements:	Registered with the Physiotherapy Board of Australia <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>

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:

Manage, provide high level clinical leadership for, and contribute clinical services to, an identified physiotherapy services team and be responsible for efficient and effective team operations in accordance with contemporary professional physiotherapy standards.

Work collaboratively with the Discipline Lead, Deputy Managers, other Team Leaders and Clinical Leads to implement governance systems in Physiotherapy Services, Hospitals South.

Participate in ongoing service development and strategic management of the identified team/s in a multidisciplinary context, and in collaboration with other allied health, nursing, and medical disciplines locally and statewide.

Duties:

1. Responsible for leadership and management of an efficient and effective service provided by the allocated physiotherapy team/s. Manage standards of direct and indirect patient care, provide regular service reporting and service evaluation, and oversee quality improvement, professional development, supervision, teaching and research activities.
2. Coordinate human and physical resources within the physiotherapy team, including assisting with the development and evaluation of systems and processes associated with recruitment, orientation, rostering, supervision, and performance review for team members.
3. Develop, implement, and evaluate relevant policies, protocols and practice guidelines that reflect the strategic requirements of Hospitals South and promote commitment to an integrated continuum of patient care.
4. Promote the image and profile of the identified physiotherapy teams to internal and external stakeholders of the service.
5. Provide informed authoritative technical or policy advice in the identified area/s and act as a regional and statewide representative in this area.
6. Maintain professional knowledge and skill base to ensure continued competency and professional growth relevant to the requirements of the role.
7. Implement and support effective systems for the supervision, education and assessment of undergraduate and postgraduate physiotherapists, support workers and work experience students.
8. Assist in the overall strategic management and decision-making processes of the Physiotherapy Service, communicating the team/s needs, achievements, and direction regularly with the relevant Deputy Manager and through them, the Discipline Lead and other key (allied health, nursing and medical) stakeholders.
9. Ensure that all staff members within the identified service team are aware of Work Health and Safety policies and procedures and ensure a safe working environment.
10. 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 and related training.
11. 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:

The Senior Physiotherapist (Team Leader) is responsible to:

- The Discipline Lead - Physiotherapy Services for professional functions.
- The relevant Deputy Manager - Physiotherapy Services for broad direction, support, evaluation, and performance review.

The Senior Physiotherapist (Team Leader) will:

- Contribute to the overall leadership and management of Physiotherapy Services.
- Exercise a high degree of independent professional judgement in the provision of clinical services and in the resolution of more complex technical or critical professional issues.
- Maintain contemporary knowledge and use this to develop protocols and guidelines, provide professional leadership and direction, evaluating physiotherapy performance and interpreting policy relevant to the specified physiotherapy team/s.
- In collaboration with the Discipline Lead - Physiotherapy Services, Deputy Manager/s, Team Leaders and Clinical Leads, be accountable for identified portfolios of clinical and/or corporate governance responsibilities.
- Establish and maintain collaborative working relationships within relevant multi-disciplinary services across Hospitals South to achieve optimal patient outcomes.
- Regularly attend State and National conferences relevant to the specialty of the clinical team and the area of physiotherapy leadership and management generally.
- Undertake physiotherapy practice as defined by the Physiotherapy Board of Australia in accordance with the *Health Practitioner Regulation National Law (Tasmania) Act 2010*.
- Comply with other relevant legislation and professional standards applicable to this physiotherapy role, including the Code of Conduct of the Australian Physiotherapy Association and the Agency's policies and procedures.
- Demonstrate commitment to clinical quality and safety through continual learning and development and application of evidence-based practice and research.
- Exercise reasonable care in the performance of duties consistent with the relevant Work Health & Safety legislation. Overall responsibility for the health and safety for those under their direction.
- Deputise, as required, in the absence of the Deputy Manager - Physiotherapy Services.
- 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 extensive general physiotherapist experience and significant clinical expertise and/or team leadership experience in an identified clinical stream.
2. Professional qualification or equivalent level of recognised professional competency and experience, or commitment to working towards an appropriate qualification that supports the position in health leadership and/or in the clinical area of expertise as related to the allocated team.
3. Demonstrated initiative and commitment to providing a high standard of clinical care relevant to an extensive area health service and contemporary health care service delivery standards.
4. Demonstrated knowledge, experience and skills in clinical services management including the coordination of human and physical resources, service reporting, supervision and performance management, quality improvement, service development and evaluation and the interpretation and development of relevant policy.
5. Proven ability to lead an identified physiotherapy team/s, including the ability to coordinate, supervise and motivate both trained and untrained staff within the context of an extensive area health service.
6. Promote a culture of risk identification and minimisation in all team settings. Ensure compliance with the Workplace Health and Safety Act and Work Health and Safety procedures, including accident investigation, hazard controls and reporting requirements.
7. Understanding and demonstrated knowledge of the relevant legal/ethical issues involved in contemporary health care service delivery.

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 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](#).