

i can

...do something
more meaningful



SA Health Job Pack

Job Title	Speech Pathologist - Port Pirie
Eligibility	Open to Everyone
Job Number	863341
Applications Closing Date	9th August 2024
Region / Division	Yorke and Northern Local Health Network
Health Service	Community and Allied Health
Location	Port Pirie
Classification	AHP1
Job Status	Temporary Full Time up to 30 June 2025
Salary	\$67,466 - \$82,359 p.a.

Contact Details

Full name	Renee Harmer
Position	Acting Healthy Families Team Leader
Phone number	8638 4656
Email address	renee.harmer@sa.gov.au

Criminal History Assessment

Applicants will be required to demonstrate that they have undergone an appropriate criminal and relevant history screening assessment/ criminal history check. Depending on the role, this may be a Department of Human Services (DHS) Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:

- Working with Children Check (WWCC) - **DHS**
- National Disability Insurance Scheme (NDIS) Worker Check- **DHS**
- Unsupervised contact with Vulnerable groups- **NPC**
- Unsupervised contact with Aged Care Sector- **DHS**
- No contact with Vulnerable Groups - General Employment Probity Check - **NPC**

Further information is available on the SA Health careers website at www.sahealth.sa.gov.au/careers - see Career Information, or by referring to the nominated contact person below.

Immunisation

Risk Category A (direct contact with blood or body substances)

This role carries specific immunisation requirements. To be eligible for appointment in this role you will be required to meet the immunisation requirements associated with Category A (direct contact with blood or body substances). [Please click here for further information on these requirements.](#)

Guide to submitting an application

Thank you for considering applying for a position within SA Health. Recruitment and Selection processes across SA Health are based on best practice and a commitment to a selection based on merit. This means treating all applications in a fair and equitable manner that aims to choose the best person for the position.

A well presented, easy to read application will allow the panel to assess the information they need from your application. To give yourself the best opportunity to reach interview, the application should clearly and concisely demonstrate to the selection panel that you are suitably equipped to perform the role, and that you possess all of the stated minimum essential skills, abilities, knowledge, experience and educational qualifications (where required).

The online application form to apply for this position will ask for employment history, education, qualifications and referees however to understand the position and requirements we suggest you become familiar with the attached Job and Person Specification.

We request that you attach the following to your application -

- ↳ **A covering letter** of up to 2 pages introducing yourself to the selection panel and describing your skills, abilities, knowledge, qualifications and experience in relation to the position;
- ↳ **A current Curriculum vitae/Resume** that includes your personal details, relevant employment history, education, training courses, qualifications and professional memberships.

* Refer to [Guidelines for Applicants](#) for further information regarding

- Salary Packaging
- Opportunities for movement within SA Health
- Flexible working arrangements
- Criminal History screening and background checks
- Immunisation requirements
- Rights of review
- Information for applicants

POSITION DESCRIPTION

OFFICIAL



Job Title	Speech Pathology	Classification	AHP1	Position Number	P23711
LHN	Yorke & Northern Local Health Network Inc	Term	Temporary	Position Created	
Area	YNLHN, Community Health - Healthy Families Team, Port Pirie	FTE	Full time hours	Last Updated	09/04/2024
Criminal History Clearance Requirements:		<input checked="" type="checkbox"/> NPC – Unsupervised Contact with Vulnerable Groups <input checked="" type="checkbox"/> DHS Working with Children Check (WWCC) <input checked="" type="checkbox"/> NDIS Worker Screening			
Immunisation Risk Category:		<input checked="" type="checkbox"/> Category A (direct contact with blood or body substances) <input type="checkbox"/> Category B (indirect contact with blood or body substances) <input type="checkbox"/> Category C (minimal patient contact)			

Broad Purpose of the Position

Under the direct supervision of Speech Pathologist Clinical Senior, the Speech Pathologist will contribute to the delivery of a comprehensive and integrated range of health services, appropriate to the needs of the local community. To achieve this, the Speech Pathologist works as a member of a multi- professional team, including health professionals and service providers from other sectors, and utilises a combination of preventative, early intervention, treatment / therapy and evaluation approaches

Qualifications

Must hold a recognised qualification within the Speech Pathology profession and be eligible for practicing membership of the Speech Pathology Association of Australia. For self regulated professions it is desirable to participate in the professional associations' accredited continuous professional development program.

Handling of Official Information

By virtue of their duties, SA Health employees frequently access, otherwise deal with, and/or are aware of, information that needs to be treated as confidential. SA Health employees will not access or attempt to access official information, including confidential patient information other than in connection with the performance by them of their duties and/or as authorised. SA Health employees will not misuse information gained in their official capacity. SA Health employees will maintain the integrity and security of official or confidential information for which they are responsible. Employees will also ensure that the privacy of individuals is maintained and will only release or disclose information in accordance with relevant legislation, industrial instruments, policy, or lawful and reasonable direction.

White Ribbon

SA Health has a position of zero tolerance towards men's violence against women in the workplace and the broader community. In accordance with this, the incumbent must at all times act in a manner that is non-threatening, courteous, and respectful and will comply with any instructions, policies, procedures or guidelines issued by SA Health regarding acceptable workplace behaviour.

Cultural Statement

Yorke & Northern Local Health Network Inc welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. This LHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture

Special Conditions

- A current driver's license is essential, as is a willingness to drive on country roads and travel in light air craft as required. Intra state travel will be required; interstate travel may be required.
- Flexibility and some out of hours work may be required.

Key Relationships

- Receives line supervision from the Healthy Families Team Leader
- Receives clinical supervision, advice and support from an experienced Senior Speech Pathologist under formal arrangement in accordance with the *YN LHN Allied Health Clinical Support Framework*.

OFFICIAL

POSITION DESCRIPTION

OFFICIAL



<ul style="list-style-type: none"> ▪ <i>Prescribed Positions</i> under the <i>Children's Protection Act (1993)</i> must obtain a satisfactory Background Screening and National Criminal History Clearance through the Screening and Licensing Unit, Department for Communities and Social Inclusion (DCSI). ▪ <i>Approved Aged Care Provider Positions</i> as defined under the <i>Accountability Principles 1998</i> made in pursuant to the <i>Aged Care Act 2007 (Cth)</i> must obtain a satisfactory National Police Certificate (NPC) through the South Australia Police confirming the clearance is for the purpose of working in Aged Care. ▪ <i>Prescribed Positions</i> will also require a NPC general probity clearance. ▪ Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue. ▪ Will be required to comply with the requirements of the YN LHN Procedure for Credentialling Allied Health and Scientific Health Professionals ▪ Appointment is subject to immunisation risk category requirements (see page 1). There may be ongoing immunisation requirements that must be met. ▪ 	<ul style="list-style-type: none"> ▪ May be responsible for supervision of less experienced professional officers, para-professional staff and students ▪ Works within a multi-disciplinary team framework, in collaboration with other health professionals, service providers and the community ▪ May be required to temporarily fulfill a higher position, appropriate to the incumbent's skills and capacity
---	---

Key Result Areas	Generic Requirements	Specific or Local Requirements
<p>1. Technical Skills and Application</p>	<p>1.1 Apply professional expertise, developing generalist / specialist knowledge, clinical competence and experience to provide professional services to client groups in circumstances requiring increasingly complex practice skills.</p> <p>1.2 Exercise professional judgment in the selection and adaptation of established methods, procedures and techniques within the profession.</p> <p>1.3 May provide a broad range of clinical and consultative services across a range of service settings, including one-on-one, group based and health promotion activities.</p> <p>1.4 Manage and prioritise personal work load and support others in developing workload management plans, including in the allocation of team resources</p>	<p>1. Contribute Speech Pathologist expertise to the development and delivery of a comprehensive, integrated & multi-disciplinary Community Health Service in Yorke and Northern Local Health Network.</p> <p>2. In collaboration with the Team Leader and a multi-d team, provide input into the development of service models and clinical protocols for the Yorke and Northern Community Health Service and to inform service planning across YN LHN.</p> <p>3. Manage a complex case load, and support other team members in managing the demands of the service.</p> <p>4. Coordinate Speech Pathology services within the Yorke and Northern Community Health Service.</p> <p>5. Demonstrate experience in both early childhood and adult speech pathology services</p>
<p>2. Personal and Professional Development</p>	<p>2.1 Work under reduced clinical supervision, and proactively draw on the support of experienced peers of diverse professional backgrounds, Clinical Seniors, Advanced Clinical Leads and / or managers when required.</p> <p>2.2 Display a commitment to continuous personal and professional development by:</p> <p style="margin-left: 20px;">a. Attending all mandatory training and actively pursuing other training and development as required to maintain currency of clinical knowledge</p>	<p>1. In collaboration with the Clinical Senior Speech Pathologist, Advanced Clinical Lead and your Healthy Families Team Leader, develop a formal Clinical Supervision arrangement with suitably skilled and experienced Speech Pathologist. Fulfill all obligations under this agreement, and review it annually.</p>

OFFICIAL

POSITION DESCRIPTION

OFFICIAL



	<ul style="list-style-type: none"> b. Applying well-developed reflective practice skills to your own work, and supporting peers / students / supervised staff to develop reflective practice skills c. Utilising the support of mentors and peers d. Actively participating in the Professional Development and Review (PDR) process, including developing and pursuing a personal / professional development plan in consultation with your line manager / clinical supervisor e. May provide professional leadership in the relevant network, including facilitating access to training for professional staff <p>2.3 May be required to contribute to clinical / professional supervision, support and oversight of AHP1 level staff, allied health assistants and profession-specific professional students or multi-disciplinary student teams.</p> <p>2.4 Develop, share and support your peers to gain knowledge of effective practice through research, evaluation of services and information sharing (eg: via professional networks and presenting papers for conferences and / or publishing)</p>	<ul style="list-style-type: none"> 2. Provide training, clinical supervision and support to students and less experienced peers in Speech Pathology and / or other professions as required. 3. Contribute to the development of protocols and processes for the prioritization of Speech Pathology and team resources 4. Develop and maintain inter and intra-professional clinical networks, actively sharing and seeking out knowledge of effective practice 5. Participate in the LHN Speech Pathology Network 6. Provide clinical support to less experienced professional staff 7. Attend all mandatory training as required for the position
<p>3 Client / Customer Service</p>	<ul style="list-style-type: none"> 3.1 Treat all clients with respect, be responsive to their needs, and act on opportunities to improve the quality of customer service in your operational area. 3.2 Promote cultural safety by valuing and promoting the cultural needs of the community. 3.3 Contribute to improvements in the patient-journey driven distribution of services and apply client-centred practice and community engagement principles in development and delivery of services; ensuring clients are meaningfully involved in all aspects of their care 	<ul style="list-style-type: none"> 1. Consult and engage with local consumers, carers and service providers to identify needs, design services in accordance with clients' needs / goals, and monitor the effectiveness of your clinical practice. 2. Support clients / carers / families across the Patient Journey, providing effective assessment and triage, timely referrals, accurate information, coordinated care and prompt follow up. 3. Ensure clients receive the appropriate therapy services to achieve maximum outcome from treatment. 4. Work within a confidentiality framework and multidisciplinary team. 5. Understanding of the population needs of rural communities 6. Display knowledge and understanding of the principles of the Cultural Respect Framework for Aboriginal & Torres Strait Islander Health
<p>4 Administration and Documentation</p>	<ul style="list-style-type: none"> 4.1 Comply with organisational requirements for the accurate and timely completion of documentation and statistics. 4.2 Contribute to the efficient and effective use of materials and resources. 4.3 Prepare reports and / or recommendations to assist management decision making 4.4 Appropriately identify, use and apply relevant policies, procedures, reporting and documentation systems. 	<ul style="list-style-type: none"> 1. Ensure accurate and timely completion of the documentation and reporting requirements of Yorke and Northern Health Services including Occupational Health and Safety, Injury Management, Accreditation, Quality Activities and Complaints mechanisms.

POSITION DESCRIPTION

OFFICIAL



	<p>4.5 Competently utilise the Microsoft Office suite of software, Email and Internet in fulfilling the requirements of the role</p> <p>4.6 May be required to coordinate discrete projects and / or contribute to areas of policy that are considered to be complex, requiring discipline knowledge and experience, and which are undertaken under limited direction.</p>	<p>2. Revise / adapt / develop appropriate clinical and administrative resources to support speech pathology services.</p> <p>3. Manage the effective use of resources of the department by maintaining, necessary stores and supplies, equipment inventories, replacement and maintenance schedules</p> <p>4. Formulate, implement and review clinical procedures and policies, consistent with the department's philosophies and objectives.</p>
<p>5 Teamwork and Communication</p>	<p>5.1 Utilise professional knowledge and skills in contributing to research and / or service development activities at the local level and / or within your profession across YN LHN; to support the effective, efficient, equitable distribution (according to need) and evidence-based nature of YN LHN services.</p> <p>5.2 Promote service integration through the development of active collaborative partnership with relevant agencies and individuals.</p> <p>5.3 Work positively within a team, foster teamwork and support others to develop effective working relationships and achieve team goals</p> <p>5.4 Communicate and negotiate effectively (both verbally and in writing) with a diverse range of people including clients, the community, team members, management and other stakeholders</p> <p>5.5 Work in accordance with SA Health and YN LHN's vision, mission, strategic priorities and values</p>	<p>1. Develop and maintain inter- and intra-professional clinical networks, actively sharing and seeking out knowledge of effective practice in Speech Pathology.</p> <p>2. Contribute to positive client outcomes through proactive assessment and planning and adherence to standardised communication and documentation protocols</p> <p>3. Contribute to a Primary Health Care approach to service development and delivery</p>
<p>6 Continuous Improvement</p>	<p>6.1 Contribute to quality improvement programs and other organisational activities required to meet service / accreditation standards, and support supervised staff / students to comply with requirements.</p> <p>6.2 Proactively seek opportunities to improve professional tasks and services, by monitoring service access, emerging trends and community needs, and contributing to ongoing evaluation of services.</p> <p>6.3 Seek client feedback on services and respond proactively to client complaints and feedback. As required, contribute to investigations of client complaints, with a view to informing systematic improvements in services.</p> <p>6.4 Contribute to discipline-specific and multi-professional research, service development, and advances of techniques used, through research (under direction), data analysis, evaluation of services and development of recommendations to assist Management decision making.</p> <p>6.5 Complying with the Code of Ethics for Public Sector Employees.</p>	<p>1. Monitor the effectiveness of Speech Pathology services through episodic review, timely reassessments and evaluation against established Key Performance Indicators. (KPIs)</p> <p>2. Contribute to the ongoing review, development and evaluation of the effectiveness of Speech Pathology services in YN LHN</p> <p>3. Support the Team Leader in developing reports, submissions and proposals as required</p>
<p>Approved by Authorised Officer</p>	<p>..... / /</p>	<p>Accepted by Incumbent</p> <p>..... / /</p>

OFFICIAL

APPLICANT GUIDELINES



OFFICIAL

Job Title	Speech Pathology	Classification	AHP1
LHN	Yorke & Northern Local Health Network Inc	Term	Temporary
Area	Community Health / Healthy Families Team	FTE	Full time hours

To apply for the position, you will need to provide:

- (1) A current Curriculum Vitae (CV), outlining your relevant qualifications, work experience and contact details of 3 professional referees
- (2) A cover letter, including:
 - Title of the position and vacancy reference number (from advertisement)
 - Outline of your reasons for applying for the position
 - Brief summary of your ability to fulfil the role:
 - Please address each of the 6 Key Result Areas (KRA) separately, using dot points. Refer to the table below for some suggestions of the type of information you may like to include.
 - You do not need to address the selection criteria individually in your written application. These may be used to assess your suitability for the role during the merit-based selection process.
 - Keep it brief – no more than 2 pages

Please forward your application by the due date, as per the details outlined in the job advertisement.

Key Result Area	Selection Criteria (<i>suggestions of information to include in your application</i>)
1. Technical Skills and Application	<ol style="list-style-type: none">a) Your professional qualifications, professional association membership and registration status (if relevant) – <i>refer to page 1 for minimum qualification requirements</i>b) Broad professional experience <i>relevant to this role</i>:<ul style="list-style-type: none">▪ Outline scope and nature of previous professional roles, including experience working in rural and remote contexts▪ Previous involvement in service development, including research & evaluation▪ Change management & project management skills / experience▪ Competency in applying primary health care principlesc) Examples of other skills, knowledge or experiences that demonstrate your suitability for the role<ul style="list-style-type: none">▪ Creativity, adaptability, resourcefulness, prioritization & problem solving skills
2. Personal & professional development	<ol style="list-style-type: none">a) Outline previous initiatives that demonstrate your commitment to reflective practice, and proactive development of self and others. E.g.: <i>relevant</i> additional professional development or qualificationsb) Information about your leadership / management style and experience
3. Client / Customer Service	<ol style="list-style-type: none">a) Knowledge of and commitment to YN LHN services, priorities & strategic directions.b) Examples that demonstrate skills in community engagement, client-centred practice and cultural competency.
4. Administration & Documentation	<ol style="list-style-type: none">a) Information about relevant skills, experience and training – including those related to data management, competent use of technology etc.
5. Teamwork and Communication	<ol style="list-style-type: none">a) Examples of how you have contributed previously to service planning and developmentb) Outline your communication, team work and problem solving skills, with examples
6. Continuous Improvement	<ol style="list-style-type: none">a) Examples of how you have contributed previously to quality improvement, evaluation, outcome measures and research

OFFICIAL