



## Barossa Hills Fleurieu Local Health Network SELECTION PANEL REPORT

**TO: DR SHARON MORTON EDMS BHFLHN**

### Vacancy Details

Directorate/Division/ Department/ Ward/Team	<b>Business - 13 - Barossa Hills Fleurieu LHN Unit - 150 - BHFLHN Gawler Hospital Dept/Branch - PAEDIATRICS</b>
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Position Title	Paediatrician - Staff Specialist - Gawler Health Service (multiple positions)	Position Number	<b>NEW</b>
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eRecruitment Vacancy No.	852419	Classification	MD2 - Consultant / Senior Consultant
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### Broad Summary of the Position

**This information is taken from the Job advertisement description – please adjust as needed**

Barossa Hills Fleurieu Local Health Network, Gawler Health Service  
 Total Indicative Remuneration: MD2 \$372,783 - \$483,861 p.a. (pro-rata)  
 Multiple Permanent Part Time positions (up to 18.75 hours available)  
 Note: Total Indicative Remuneration (TIRP) includes award salary, managerial allowance, remote call allowance, professional development, A&R Allowance & Super if applicable).

**Overview**  
**Role Summary**  
 Gawler Health Service to meet the needs of local Gawler Health Service is developing a general Paediatric service to the local community. The service involves on a 24/7 on-call to the hospital including neonatal resuscitation on a 1:5 with internal cover.  
 Baby checks of newborn.  
 Rapid access Paediatric Clinics Monday to Friday in the mornings.  
 General Paediatric Clinics Monday to Friday in the afternoons.

**Clinical**  
 To engage in clinical practice as determined by the Director of Medical Services, Gawler Health Service.  
 To adhere to policies, protocols and procedures as determined by the Department, BHFLHN, or the Hospital that will ensure the provision of a high standard medical practice.  
 To contribute or participate in on-call, clinical audits, clinical safety and quality activities and service planning meetings, to ensure the maintenance of quality outcomes and standards of practice.  
 To provide a high-quality consultant service to the inpatients of Gawler Health Service and affiliated agencies if required.  
 To provide an after-hours on-call service on a regular basis, on a roster agreed by the Director of Medical Services – Gawler Hospital.  
 To ensure the maintenance of adequate clinical records which document all significant patient management decisions.

To coordinate the follow-up care of hospital patients.  
 To continuously review existing practices and promoting change where required.  
 Teaching  
 To support and contribute to the continuing education programmes within the hospital in the discipline of Maternity Service.  
 Administrative  
 To prepare statements and reports as requested by the Director of Medical Services.  
 To adhere to sound business practices as directed by the hospital and within the parameters of SA Health industrial and administrative circulars and the philosophy of the hospital.  
 To participate in an annual performance appraisal process with the Director of Medical Services.  
 To participate in mandatory in-service training programmes, as determined by SA Health.  
 To seek leave approval with the Director of Medical Services.  
 Fellowship of the RACP (or equivalent), eligible for registration as a Specialist with the Medical Board of South Australia.

### Advertising Details

The position was advertised as Ongoing / Permanent with an end date of (if applicable – otherwise remove if Ongoing)  
 Hours per week -  
 Employment type is - Part time

### Advertising Media:

<input type="checkbox"/> Expression of Interest (Internal)	Date Advertised:	30 Nov 2023
<input type="checkbox"/> Expression of Interest (Whole of Govt) IW4SA	Date Advertised:	30 Nov 2023
<input type="checkbox"/> IW4SA	Vacancy Number:	852419
<input type="checkbox"/> External Media (specify):		
	RACP & SEEK	Date Advertised:
		30 Nov 2023

Please note this Opening date normally includes one week spent in IW4SA Redeployment.  
 Opening Date: 30 Nov 2023  
 Closing Date: 16 Dec 2023

### Applicant Details

The advertisement attracted 1 of applicants.  
 An automatic response was sent to applicants via eRecruitment acknowledging receipt of their application.

### Panel Composition

The selection panel comprised of:

Name	Position	Panel Role
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### The Selection Process – summarise the selection process

All merit-based selection processes are to be open, competitive and free of bias, unlawful discrimination, nepotism and patronage - and decisions must be capable of objective review. In practice this means that agencies should document all stages of the selection process and ensure that such information is readily available for audit or review. The rationale for selection decisions should be clear and transparent. (extract from Determination 1 Commissioner for Public Sector Employment)

## OFFICIAL: Sensitive

**Shortlisting** describe how the panel determined the shortlist for example: Each Panel member received a copy of the applications and employee declarations from eRecruitment to consider and examine on an individual basis the relative merit in accordance with the requirements of the role.

Following this assessment and discussion, the panel completed the shortlist on **(Insert date)**, and agreed that the following applicants would be short listed for interview.

### Interviewed applicants:

Applicant name	Application status
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Candidates who were not shortlisted did not meet the essential criteria or did not meet it to the same extent as the above candidates. A complete list of candidates is available on the approved eRecruitment Requisition 852419.

### Interviews

Interviews were arranged for **(19/12/2023)**.

### Question Design

The panel discussed and designed interview questions, which directly related to the person specification and to ensure all members were conversant with the selection process and the merit principle. In particular the panel agreed that the priority factors to investigate further at interview were:

1. Could you share your background and experience in Paediatrics?
2. Could you tell us why you have applied for the position?
3. Scenario: When conducting newborn assessments or baby birth checks, what specific indicators or development milestones do you prioritise to ensure the baby's health and wellbeing?
4. Can you walk us through how you communicate with new parents about these assessment and any concerns that may arise?
5. Scenario: you are called to attend a newborn who requires resuscitation immediately after birth due to respiratory distress, describe your approach to this
6. Embracing innovative approaches is vital in advancing Paediatric care. Can you share an instance where you actively supported or implemented a new model of care.
7. Most clinicians have mentors and role models. Think of your and without naming them, describe the characters that made them great?
8. Please share with us how you have contributed to research, quality and safety
9. If successful, when can you start and how many fractions FTE would you like?

### Selection Methods/Techniques

The panel agreed on the following selection technique(s) to assess the individual merits of the interviewed applicants:

- Written applications
- Interviews (conducted on date(s) of interviews)
- Presentations / exercises / demonstrations / role plays (provide brief summary of method used)
- Skills / Aptitude tests / Assessment Centre (provide brief summary of method used)
- Other testing (provide brief summary: (provide brief summary of method used)
- Reference / Referee checking
- Other (provide brief summary of method used)

### Referee Reports

At the conclusion of the interviews, the panel agreed to seek **2** referee reports on the preferred applicants. Referee questions were designed following the interview process to seek further information on the applicants. Referee reports completed on **(19/12/2023)**.

### Decision Process (describe the process)

**OFFICIAL: Sensitive**

The panel met after the interviews, and the decision making process involved panel members systematically evaluating and discussing all information gathered on each applicant in relation to the requirements in the role description.

The decision was unanimous and a summary of the relative merit of the applicants for the position is detailed below.

*NB: Where one or more panellists has/have dissenting views a "minority report" may be attached.*

The following assessments of the interviewed applicants were made:

Dr Preeti Gupta was interviewed on 19/12/2023. She answered all of the questions well, scoring between 3-4 out of 5 for all questions. The panel unanimously agree that Preeti is suitable for the role of Consultant Paediatrician at Gawler Health Service. The panel also feel that Preeti would be suitable for a HOU role.

References:

Dr Lalith Gamage FRACP Consultant Paediatric Emergency WCH: Worked for more than 2 years together with Preeti. Preeti was his registrar, then senior registrar, now colleague at WCH. Very reliable, good knowledge, good task completer, no complaints, has good problem solving skills, good communication skills, competent, good timekeeping, leadership potential for development

Dr Benjamin De Souza, Consultant Paediatrician, MUH, CAVUCS, WCH: Worked with Preeti for more than 10 years. Preeti was his registrar and SR, now her line manager. Meticulous worker, very good paediatrician. He appointed Preeti as a consultant on the WCH CAVUCS (Virtual Care Service). Has empathy, professional. Good neonatal skills. Quiet achiever, would help with audit, great team player, always put in extra shifts.

#### Interview Notes

Preeti Gupta	Overall comments – Excellent, capable consultant paediatrician	Overall recommendation – offer appointment as Consultant at GHS
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#### Panel recommendations

Chairperson rank	Applicant name
1	Preeti Gupta

#### Criminal and Relevant History Screening/ Registrations/Licences/ Qualifications (Tick to confirm complete or N/A if not relevant to this role)

<input type="checkbox"/> Recommended applicant has the required Criminal and Relevant History Screening check/s in accordance with the <a href="#">SA Health Criminal and Relevant History Screening Policy Directive</a> . <b><i>NB Criminal and Relevant History Screening check/s must be received and assessed prior to an offer of employment being made.</i></b>
<input type="checkbox"/> Recommended applicant is eligible to apply for the position, and original evidence of essential qualifications/ licences/ registration has been sighted (if applicable)
<input type="checkbox"/> Pre-Employment Declaration (via eRecruitment application or separate form if outside eRecruitment) is completed and reviewed
<input type="checkbox"/> Relevant Medical positions have gone through the appropriate credentialling process (Credentialling evidence to be attached to the Contract Request Form)
<input type="checkbox"/> Pre-Employment Health Assessment & any other follow up immunisations completed ( <i>please refer to the Health Assessment Form</i> )
<input type="checkbox"/> Job capacity statement reviewed (where relevant)

**Recommendation** *(amend as required)*

It is therefore recommended that **Preeti Gupta** be nominated for appointment on **Ongoing / Permanent** basis for the position of Paediatrician - Staff Specialist - Gawler Health Service (multiple positions) at MD2 - Consultant / Senior Consultant at 0.2 FTE.


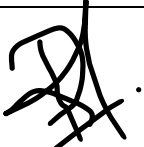

If the preferred applicant does not accept the position the panel recommends that (insert name) be offered the position *(optional statement)*.

OR

It is therefore recommended that there are no applicants suitable for appointment, and the position be re-advertised

If you concur please approve by signing as delegate below.

Panel members:


<b>Dr Yi Mien Koh</b> DMS, Gawler HS		<b>Chair</b>
<b>Dr Priya Wilson</b> , Consultant Paediatrician, WCH		<b>Panellist</b>
<b>Prof Abdel-Latif Mohamed</b> , Consultant Neonatologist, ACT		<b>Panellist</b>

**Delegated Approval**

*I acknowledge that the position I currently occupy has the delegated authority to approve this document as per current HR Delegations.*

SM 7/5/24 

**APPROVED** ~~NOT APPROVED~~ *[Please note the chairperson cannot approve the panel report, it must be referred to a higher level Delegate]*

Name	Dr Sharon Morton		
Position title	EDMS BHFLHN	Delegation level	3
Signature		Date	22/12/2023

**Note: The recommendation must be on the same page as the panellists' and delegate's signatures. Ensure all documents relating to the selection process are available to the Delegate.**

**Post Approval**

- Following Delegate's approval – Chairperson to advise preferred candidate of outcome, subject to 7 day appeal period, where applicable.
- Chairperson to advise remaining interviewed applicants of outcome and offer feedback.
- Chairperson to complete appropriate HR Form i.e.
  - New Employee Advice and other documents as relevant (new employee) **OR**
  - Employee Change Advice (existing employee appointed for more than 6 months) **OR**
  - Higher Duties form (existing employee appointed for less than 6 months).

Chairperson to load PDF copy of this approved Requisition "Documents" tab

Selection Panel Report to the eRecruitment

**Version control and change history**

Version	Date from	Date to	Amendment
V1	21/08/17		
V2	10/2/2023		Mark Evans – inclusion of automation