

Clinical Advisor (Optometry) – Scope of Work

Role data

Position no.	Contractor	Work Area Profile	Regulatory Operations
Work Level Classification	Contract	Directorate/Business Unit	Regulatory Operations
Responsible Manager	National Manager – Clinical Input	Location	Virtual
No. direct reports	0	No. of indirect reports	0
Version date	September 2019	Tenure	-

Work Area

AHPRA's overall mission is to protect the public by regulating health practitioners efficiently and effectively in the public interest to facilitate access to safer healthcare for all the community. Website: www.ahpra.gov.au

Role purpose

The Clinical Advisor will contribute to a risk-based approach to the management of matters by providing regulatory operations staff with clinical input into notification, compliance and registration matters. Role duties include: providing clinical input to regulatory operations staff on the management of cases, reviewing briefing information sent to external parties, reviewing responses from practitioners and assisting regulatory operation's staff to understand and interpret clinical material.

Key Accountabilities

- Provide accurate and timely clinical input in to the assessment and management of notifications, compliance and registration matters
- Assist in the identification of performance-based issues
- Advise on the scope or application of performance-based assessments
- Contribute to investigation case conferences
- Advise on the application and monitoring of regulatory action imposed on a practitioner's registration
- Respond to general requests for clinical advice
- Provide advice as required to the National Manager, Clinical Input on the provision of clinical advice in a regulatory environment.
- Contribute to the delivery of a professional, proactive, accurate, efficient, confidential and customer focused service
- Health Safety and Wellbeing: Ensuring the workplace provides a safe working environment with the required level of care and respect for its participants. This means to:
 - Take reasonable care for own and others' health, safety and wellbeing
 - Adhere to AHPRA's workplace health, safety and wellbeing policies and procedures
- Comply with the AHPRA Code of Conduct and all other AHPRA policies and procedures.
- Adhere to and comply with the information contained in any AHPRA mandatory training.
- Participate in ongoing training as required.

Qualifications/Experience	Required
Registration	<ul style="list-style-type: none"> ➤ Currently holds general registration without restrictions as a health practitioner in Australia, in a relevant profession and has held general registration for a minimum of five years.
Experience	<ul style="list-style-type: none"> ➤ Demonstrated senior experience in professional practice which may include advanced clinical decision making, training and supervision, and/or management/oversight of health practitioners in a clinical setting. ➤ High level organisational skills, including the ability to effectively prioritise and manage tasks and deadlines to deliver quality clinical input in a regulatory environment. ➤ Computer literacy
Personal Attributes	<ul style="list-style-type: none"> ➤ Demonstrated ability to exercise judgment and resolve issues independently, consistent with organisational objectives and delegations of authority ➤ Well-developed conceptual and analytical skills and a demonstrable ability to identify critical issues and provide high level, authoritative strategic advice. ➤ Excellent written, oral and interpersonal skills and a commitment to the application of clear language principles in communications across an organisation. ➤ Adaptability and receptive to new ideas and ways of working; cooperates well with others in the pursuit of team goals, responds and adjusts easily to changing work demands and circumstances.

Key relationships

Internal Relationships
Staff across regulatory operations
Clinical advisors across all registered health professions