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SA Health Job Pack

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|----------------------------------|--|
| Job Title | Physiotherapist - Casual Pool 2017 |
| Job Number | 609256 |
| Applications Closing Date | 31 December 2017 |
| Region / Division | Southern Adelaide Local Health Network |
| Health Service | Allied Health |
| Location | Bedford Park |
| Classification | AHP1 / AHP2 |
| Job Status | Casual / Term Contract (up to 31 December 2017) |
| Salary | AHP1: \$29.93-\$36.74 per hour + 25% Casual Loading AHP2: \$38.78-\$44.90 per hour + 25% Casual Loading |

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 Communities and Social Inclusion (DCSI) Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:

- ☒ Child Related Employment Screening - **DCSI**
- ☐ Vulnerable Person-Related Employment Screening - **NPC**
- ☐ Aged Care Sector Employment Screening - **NPC**
- ☐ 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.

Contact Details

| | |
|----------------------|--|
| Full name | Brian Simpson |
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| Email address | Brian.Simpson@health.sa.gov.au |

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 <http://www.sahealthcareers.com.au/information/> for further information regarding

- The Indicative Total Remuneration which is inclusive of Award salary, superannuation and other monetary benefits.
- Information for Applicants
- Criminal History Assessment requirements



Southern Adelaide Local Health Network (LHN) JOB AND PERSON SPECIFICATION (NON-MANAGERIAL)

TITLE OF POSITION:

Physiotherapy Practitioner

Classification: AHP 2

Classification Reviewed: August 2013

Position No: FM3186

ADMINISTRATIVE UNIT:

Southern Adelaide Local Health Network

Health Unit: Flinders Medical Centre

Division: Allied Health

Department/Section: Physiotherapy

Position Created: March 2008

Modified September 2013

Job and Person Specification Approval

CEO or Delegate

____/____/____
Date

JOB SPECIFICATION

1. PREAMBLE

The Southern Adelaide Local Health Network (LHN) provides care for around 341,000 people living in the southern metropolitan area of Adelaide as well as providing a number of state-wide services, and services to those in regional areas. More than 7,000 skilled staff provide high quality patient care, education, research and health promoting services.

Southern Adelaide LHN provides a range of acute and sub acute health services for people of all ages, and has three hospitals, Flinders Medical Centre, Noarlunga Hospital and the Repatriation General Hospital.

SALHN Intermediate Care Services will deliver multi-disciplinary clinical care, addressing complexity through targeted approaches to complex chronic disease management in the community, and supported hospital discharge and avoidance programs. There is a key focus on building partnerships across the care continuum supporting interfaces between Acute sites, GPs, Primary Care and Community based services

Southern Mental Health provides a range of integrated services across community and hospital settings, targeted at all age groups, in collaboration with non-Government organisations and General Practice Network South.

2. SUMMARY OF THE BROAD PURPOSE OF THE POSITION and its responsibilities/duties

Operating under limited supervision on a roster basis, the Physiotherapy Practitioner (PP) is accountable to the work area supervisor (and ultimately to the Manager of Physiotherapy) for delivering high quality PT services to allocated work areas that may include both inpatients and

outpatients at FMC. The incumbent is also responsible for contributing to the planning, implementation and reporting on services provided. These may include quality activities, performance development, professional development and broader departmental activities.

3. REPORTING/WORKING RELATIONSHIPS (to whom the person reports, staff for whom the person is responsible, and other significant connections and working relationships within the organisation)

| | |
|------------------------|---|
| Supervisor Reports to: | Manager of Physiotherapy |
| Supervisor's Position: | Appropriate Work Area Supervisor |
| Subject Position: | Physiotherapy Practitioner, |
| Positions supervised: | AHP1 physiotherapists Physiotherapy attendants |

Other Positions Reporting to the Supervisor: AHP1 Physiotherapists
AHP2 Physiotherapists
OPS Attendants

4. SPECIAL CONDITIONS (such as non-metropolitan location, travel requirements, frequent overtime, etc)

- Job and Person Specifications are reviewed regularly as part of the ongoing Performance Development process.
 - May be required to work within other locations of the Southern Adelaide LHN.
 - Some out of hours work may be required.
 - The Physiotherapy Practitioner may be employed on a 7 day roster basis and is expected to participate in a weekend and public holiday roster.
 - Support values consistent with the aims of SA Health and the LHN, including honesty, respect and integrity.
 - May be required to undertake a health assessment prior to commencement.
 - Appointment will be subject to a satisfactory Department of Communities and Social Inclusion (DCSI) Criminal History Check.
 - Comply with the Principles of the Code of Fair Information Practice, adopted by the Department of Health, which regulate the collection, use, disclosure, storage and transfer of all personal patient/client information within the Department and throughout its funded service providers.
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5. STATEMENT OF KEY OUTCOMES AND ASSOCIATED ACTIVITIES (group in to major areas of responsibility / activity and list in descending order of importance).

1.1 Providing high quality physiotherapy services by:

- a) Providing high level PT assessment of patients referred to the allocated work areas, that enable appropriate PT interventions, including discharge planning
- b) Providing high level PT intervention and management plans, including functional rehabilitation, exercise prescription, gait re-education, the prescription of appropriate mobility, transfer and respiratory aids and patient family/carer self management strategies.
- c) Appropriate documentation of assessments, intervention and patient management plans
- d) Attending and actively participating in clinical meetings (eg ward rounds, Discharge Planning meetings, Case Conferences, Allied Health team meetings etc) as required.
- e) Managing workloads through agreed prioritisation strategies and collaborating with other staff as required
- f) Ensuring appropriate clinical handover for patients being transferred to the care of other professionals

- g) Advising and liaising with external organisations which may require exchange of information on patients to ensure appropriate care of patients by a variety of communication processes involving professionals, family and/or relevant others
- h) Liaising with other Health Professionals within FMC on matters relating to patient care by communicating with the relevant staff, as necessary, to ensure patient assessment and treatment by PT is coordinated and appropriate
- i) Encouraging the active participation of patients and their families/ carers in their assessment and treatment, enabling them to achieve the optimal level of independence

1.2 Working in conjunction with the work area supervisor, contribute to the effective supervision and leadership within the work area by:

- a) Supporting and supervising AHP1/OPS2 staff and students allocated to the work area to ensure high quality and timely service delivery
- b) Assisting with the performance development of AHP1 and OPS2 staff that is in line with performance development guidelines of the Physiotherapy department
- c) Working with the relevant Senior Physiotherapist for the work area to identify opportunities to further develop the role of Physiotherapy within the work area
- d) Contributing to the development, implementation and publishing of new techniques, methods or research relevant to patients in the area of work.
- e) Assisting AHP1 and OPS2 staff working within the work area to effectively manage and prioritise their clinical responsibilities and workload

1.3 Ensuring clinical outcomes are achieved by:

- a) Effectively managing clinical caseload
- b) Working with the work area supervisor to monitor workloads and clinical outcomes
- c) Contribute to the development of appropriate strategies for service improvement
- d) Contributing to and assisting with research and service development activities within the department.

1.4 Contributing to the effective management of the department by:

- a) Contributing to the strategic planning for physiotherapy services across relevant work areas, incorporating regular evaluation of services and reporting on quality improvement activities
- b) Contributing to the maintenance of resources and data collection
- c) Ensuring the appropriate level of quality improvement services in the designated clinical area by liaising with relevant staff members and assigning and completing project work as necessary
- d) Actively participating and contributing to interdepartmental and other policy making meetings between the Physiotherapy department, and other medical and surgical units across both the medical and surgical divisions to ensure effective communication and the development of appropriate services.
- e) Informing and updating the Senior Physiotherapist for the work area on key issues in clinical research and development.
- f) Continually reviewing and updating relevant inpatient procedures, guidelines and resources to ensure they reflect best practice

1.5 Contribute to a safe and healthy work environment, free from discrimination and harassment by working in accordance with legislative requirements, the Code of Ethics for the South Australian Public Sector and departmental human resource policies, including WHS requirements.

1.6 “Commitment to achieving and complying with National Safety & Quality Health Service Standards.

Acknowledged by Occupant:_____ Date:____/____/____

PERSON SPECIFICATION

1. ESSENTIAL MINIMUM REQUIREMENTS (those characteristics considered absolutely necessary)

Educational/Vocational Qualifications

- A degree or other qualification which entitles registration with the Physiotherapy Board of Australia
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Personal Abilities/Aptitudes/Skills

- Demonstrated commitment to the principles and practices of Equal Employment Opportunity and Ethical Conduct, and an understanding of, experience in, and ability to manage to the spirit and principles of the Premier's Safety Commitment and the legislative requirements of the Occupational Health Safety and Welfare Act, utilising AS/NZS 4360 Risk Management, or to an equivalent set of standards.
 - Ability to effectively prioritise workloads and meet deadlines
 - Ability to apply principles of confidentiality
 - Excellent interpersonal skills and proven ability to communicate effectively with all levels of staff and public
 - Ability to work effectively both independently and as part of a multidisciplinary team
 - Effective problem solving skills
 - Demonstrated ability to resolve conflict
 - Demonstrated commitment to ongoing professional development
 - "Proven commitment to the principles and practise of:
 - *EEO, Ethical Conduct, diversity and WHS;*
 - *Quality management and client oriented service;*
 - *Risk management.*"
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Experience

- Extensive and broad clinical experience as a physiotherapist within an acute teaching hospital setting
 - Experience in managing a wide range of clinical conditions relevant to an acute hospital setting
 - Experience in the training and supervision of physiotherapists and students
 - Experience in effective development, implementation and evaluation of physiotherapy services
 - Proven experience in basic computing skills, including email and word processing
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Knowledge

- Understanding of Work Health Safety principles and procedures
 - Understanding of Quality Management principles and procedures
 - Understanding of Delegated Safety Roles and Responsibilities
 - Awareness of National Safety and Quality Health Service Standards
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2. DESIRABLE CHARACTERISTICS (to distinguish between applicants who meet all essential requirements)

Educational/Vocational Qualifications (considered useful in carrying out the responsibilities of the position)

- Relevant Post-graduate qualifications or experience.
- Membership of APA

Experience

- Proven experience in basic computing skills, including email and word processing
- Demonstrated ability in planning and implementing changes to service delivery
- Demonstrated ability to implement changes in practice to support evidence based physiotherapy

Knowledge

- Awareness of the Charter of Health and Community Services rights.
 - Experience in a supervisory clinical role
 - Demonstrated leadership experience
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Personal Abilities/Aptitudes/Skills

- Specialised clinical knowledge within the scope of medical and surgical physiotherapy
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Other details
