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SA Health Job Pack

Job Title	Consultant/Staff Specialist - Chronic Pain
Job Number	643055
Applications Closing Date	20 April 2018
Region / Division	Northern Adelaide Local Health Network
Health Service	Modbury Hospital
Location	Modbury
Classification	MD2
Job Status	Permanent Part Time. 30 hours p/week
Indicative Total Remuneration*	\$298,949 - \$553,175 (pro rata)

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	Renee Wardle, Medical and Allied Health Management Facilitator
Phone number	8161 2157
Email address	renee.wardle@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



Government of South Australia
SA Health

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

TITLE OF POSITION: Consultant/Staff Specialist	ADMINISTRATIVE UNIT: SA Health – Northern Adelaide LHN
Classification: MD-2G	Health Unit: Modbury Hospital
	Division: Aged Care, Rehabilitation & Palliative Care
Classification Reviewed:	Department / Section: Northern Adelaide Chronic Pain Service
	Position No:
	Position Created:

Job and Person Specification Approval

CEO or Delegate

____/____/____
Date

JOB SPECIFICATION

1. PREAMBLE

The implementation of the National Health Reform in 2011 saw the establishment of five Local Health Networks across SA intended to promote, maintain and restore the health of the communities they serve.

The Northern Adelaide Local Health Network (LHN) provides care for around 341,000 people living in the northern metropolitan area of Adelaide as well as providing a number of state-wide services, and services to those in regional areas. More than 3,000 skilled staff provide high quality patient care, education, research and health promoting services.

The Northern Adelaide Local Health Network (NALHN) provides a range of acute and sub acute health services for people of all ages and covers 16 Statistical Local Areas and four Local Government Areas (one of which crosses the Central Adelaide Local Health Network) and includes the following:

- Lyell McEwin Hospital
- Modbury Hospital
- Ambulatory and Primary Health Care (including GP Plus Health Care Centres and Super Clinics)
- Sub-Acute
- Mental Health Services (under the governance of the Adelaide Metro Mental Health Directorate)

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

- Contribute to the provision of high standard clinical services to patients of, and referred to the Northern Adelaide Integrated Chronic Pain Service
- Contribute to teaching/training at undergraduates and postgraduate levels.
- Participate in research.

The Northern Adelaide Integrated Chronic Pain Service (NAICPS) is a multi-disciplinary team consisting of Chronic Pain Specialist Consultants, Psychiatrists, Psychologists (including Clinical and Health Psychologists), Physiotherapists, Occupational Therapists, Nurses and administrative staff. NAICPS employs psychologists to conduct assessments, design and implement intervention programs, and provide counselling services to individuals with pain and their families.

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)

- Immediately responsible to the Medical Head of the Northern Adelaide Chronic Pain Service.
- Will be required to collaborate closely with other senior health professionals of NALHN, particularly those that form Aged Care, Rehabilitation and Palliative Care Division of NALHN.
- Will be required to supervise the clinical practice of allocated trainee medical officers and medical students in NALHN.

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

- Must participate in the NALHN after hour's on-call roster.
 - Must be prepared to attend relevant meetings and staff development/education activities as required
 - Intra and inter state travel may be required.
 - Job and Person Specifications are reviewed regularly as part of the ongoing Performance Development process.
 - May be required to work within multiple locations of the Northern Adelaide LHN.
 - Some out of hours work may be required.
 - Must have a current, valid and unencumbered South Australian driver's licence
 - 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 subject to a satisfactory Criminal History Report and appropriate credentialing.
 - 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).

Contribute to the provision of high standard clinical services to patients of, and referred to, the Northern Adelaide Integrated Chronic Pain service by:

- Providing specialist medical services to patients. Providing a specialist opinion on patients referred for consultation.
- Providing clinical leadership to facilitate and support a team approach to the provision of clinical services.
- Assigning and supervising the clinical practice of allocated trainee medical practitioners.
- Participating in relevant multidisciplinary meetings.
- Ensuring the appropriate documentation of clinical care in patients' medical records and ensuring the timely provision of discharge summaries, written specialist opinions and requested medical reports.
- Assisting the Director/Head of Service in planning and organising the delivery of clinical services.
- Fostering the development of community networks appropriate to the area geriatrics service activity.

Contribute to teaching/training by:

- Contributing to medical teaching/training programs at undergraduate and postgraduate levels.
- Providing appraisals of medical undergraduates and trainee medical practitioners assigned to the Northern Adelaide Chronic Pain Service
- Contributing to the training of other health professionals.

Contribute to advances in knowledge in the specialty by:

- Initiating and participating in research.

Contributing to continuous evaluation and improvement of clinical services by:

- Initiating and supporting clinical improvement activities. This will involve evaluation of clinical processes and service outcomes, identifying possible areas for improvement and implementing the required changes.

Contribute to the efficient management of the financial and material resources of the Unit by:

- Using facilities, equipment and supplies in the most cost efficient manner.
- Contributing to documentation required for casemix management or other funding mechanisms by ensuring that appropriate practices are in place to ensure the timely coding of required data.

Contribute to a patient focused approach in the provision of clinical care by:

- Adhering to and supporting practices that ensure patients' rights are respected.
- Investigating and addressing patient complaints in a positive, constructive matter.
- Maximising the participation of consumers in planning and evaluating services.

Contribute to the adoption of responsive risk management practices by:

- Maintaining an awareness of risk in the clinical environment.
- Actively supporting and contributing to risk management initiatives.
- Reporting sentinel events, potential medical negligence claims and adverse patient incidents.

Contribute to the provision of a safe, healthy and equitable 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 OHS&W requirements by:

- Reporting staff accidents, incidents and near misses.
- Complying with reasonable instructions or procedures aimed at protecting the health and safety of themselves and others.
- Carrying out responsibilities as detailed in occupational health, safety and injury management policies and procedures and maintaining knowledge of and adhering to the principles and standards of equal employment opportunity legislation which ensures all employees in the workplace are treated in a fair and equitable manner, free from discrimination, bullying and harassment.

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

PERSON SPECIFICATION

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

Educational/Vocational Qualifications

Bachelor of Medicine; Bachelor of Surgery (MBBS) or equivalent
Appropriate Specialist Qualifications and registrable with the Medical Board of Australia as a Medical Practitioner with Specialist registration; or another qualification as defined in the SA Medical Officers Award.

Fellowship of the Australasian Faculty of Pain Medicine or an equivalent specialist qualification in Pain Medicine registrable with the Medical Board of Australia in 2013 as a specialist.

Demonstrated participation in continuing medical education since attaining qualification.

Personal Abilities/Aptitudes/Skills

Demonstrated clinical excellence in Pain Medicine

Demonstrated professional integrity.

Demonstrated ability to work in a multi-disciplinary/interdisciplinary team environment.

Demonstrated commitment to quality improvement.

Demonstrated ability to be adaptable to change.

Proven commitment to the principles and practise of:

- EEO, Ethical Conduct, diversity and OHS&W;
 - Quality management and client oriented service;
 - Risk management.
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Experience

Experience in quality improvement activities.

Knowledge

Understanding of quality improvement principles.

Understanding of the rights and responsibilities of patients and their families.

2. DESIRABLE CHARACTERISTICS

Personal Abilities/Aptitudes/Skills

Experience at a senior level of professional practice.
Experience in teaching at an undergraduate and postgraduate level.
Experience in research initiatives.

Experience

Proven experience in basic computing skills, including email and word processing

Knowledge

Understanding of budgetary requirements affecting the Health System.
Understanding of the Health funding model.

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

MD or PhD or other higher degree in an appropriate field.
