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SA Health Job Pack

Job Title	Senior Physiotherapist - Chronic Disease Aboriginal Health Services
Job Number	651341
Applications Closing Date	11 May 2018
Region / Division	Northern Adelaide Local Health Network
Health Service	Northern Adelaide Local Health Network
Location	Elizabeth Vale
Classification	AHP3
Job Status	Full time temporary up to 30 June 2020
Indicative Total Remuneration*	\$102,482 / \$109,204 pa

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	Nicole Elkins, Senior Physiotherapist
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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



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

TITLE OF POSITION:	ADMINISTRATIVE UNIT:
Senior Physiotherapist - Aboriginal Health, Chronic Disease and Pulmonary Rehabilitation SA Health – Northern Adelaide LHN	
Classification:	Health Unit:
AHP3	Division: Allied Health
Classification Reviewed:	Department / Section: Physiotherapy
	Position No:
	Position Created:

Job and Person Specification Approval

CEO or Delegate

_____/_____/_____
Date

JOB SPECIFICATION

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 3,800 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
- Sub-Acute
- GP Plus Health Care Centres and Super Clinics
- Aboriginal Health Care Services
- Mental Health Services (including two statewide services – Forensics and Older Persons)

NALHN offers a range of primary health care services across the northern metropolitan area of Adelaide, with a focus on providing preventive and health promoting programs in the community, and transition and hospital substitution and avoidance programs targeted at chronic disease and frail aged.

Clinical leadership of care systems is central to the current national and state wide health reforms. NALHN care delivery is configured within clinical divisions that are patient-focused, clinically led groupings of services. Clinical Divisions are responsible for managing service delivery activities across NALHN campuses and units, bringing together empowered experts to directly make relevant decisions.

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

The Senior Physiotherapist - Aboriginal Health, Chronic Disease and Pulmonary Rehabilitation is responsible to the Senior Manager of Physiotherapy for the development, implementation, coordination and evaluation of

quality chronic disease management and pulmonary rehabilitation physiotherapy services for Aboriginal and Torres Strait Islander patients of the Northern Adelaide Local Health Network (NALHN).

Working in conjunction with NALHN Aboriginal Health Services, other Multidisciplinary Team members and other health professionals, the Senior Physiotherapist optimises patient functional and health outcomes in this specialty area, with a particular focus on service to the Aboriginal and Torres Strait Islander community of NALHN. As a highly skilled and competent clinician, the incumbent delivers quality services and provides clinical leadership for other NALHN Allied Health services with respect to the Aboriginal Cultural Awareness and engagement of Aboriginal consumers within the Division of Allied Health. The Senior Physiotherapist will provide training, support and supervision to less experienced staff and Allied Health Assistants.

The Senior Physiotherapist is responsible for the development, implementation, coordination and evaluation of the Aboriginal Allied Health Assistant Cadetship program to be developed as a component of this initiative.

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)

- Reports to the Senior Manager of Physiotherapy with regard to professional and clinical service issues.
 - Works collaboratively with other members of their discipline and of multi-disciplinary teams.
 - Liaises with other health professionals, service providers and the community.
 - Responsible for the training and supervision of other health professionals and students as required.
 - May deputise for the Senior Manager Physiotherapy as required.
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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.

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

- Appointment is subject to a satisfactory Background Screening and National Criminal History Check obtained through the Screening and Licensing Unit, Department for Communities and Social Inclusion to be renewed every 3 years thereafter from date of issue.
 - The incumbent will be required to participate in the organisation's annual Performance Review & Development Program.
 - May be required to work within other locations of the Northern Adelaide LHN.
 - Out of hours and weekend work, including public holidays will be required
 - Participation in an on-call roster may be required Roster arrangements may be reviewed/varied, in order to meet organisational requirement.
 - Reasonable overtime will be required
 - Support values consistent with the aims of SA Health and the LHN, including honesty, respect and integrity.
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STATEMENT OF KEY OUTCOMES AND ASSOCIATED ACTIVITIES

1. **Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Policies and Procedures and legislative requirements including but not limited to:**

- *Work Health and Safety Act 2012 (SA)* and when relevant WHS Defined Officers must meet due diligence requirements.
2. **Contributes to patient safety and quality by adhering to the Australian Charter of Health Care Rights, understanding the intent of the Australian National Safety & Quality Health Service Standards and participating in quality improvement activities as necessary.**
 3. **All employees are responsible and accountable for keeping accurate, legible and complete records of their activities.**
 4. **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.**
 5. **Contributes to patient safety and quality by adhering to the Australian Charter of Health Care Rights, understanding the intent of the Australian National Safety & Quality Health Service Standards and participating in quality improvement activities as necessary.**
 6. **Responsible, in consultation with the Senior Manager of Physiotherapy, for the development and provision of high quality leadership in Aboriginal Cultural Awareness within the Division of Allied Health that is culturally appropriate, patient centred and maximises functional / health outcomes including:**
 - Providing leadership, consultancy and advice to management and other health professionals on service delivery, development and practice with respect to Aboriginal and Torres Strait Islander clients.
 - Developing, reviewing and evaluating clinical protocols, policies, procedures and resources within a best practice framework within a service stream.
 - Actively participating in and / or co-ordinating multi-disciplinary service team projects, quality activities, research and evaluation programs within the site and / or region, including liaison with Aboriginal Health Services.
 - Coordinating continuous quality improvement, research and / or service development activities to improve services and ensure quality patient outcomes.
 - Collection and entry of required data sets, and participating in the review and evaluation of this as required.
 - Management and maintenance of equipment and supplies in a cost effective manner.
 - Acting as a resource in their area of expertise.
 7. **Provide highly skilled and culturally appropriate clinical Chronic Disease and Pulmonary Rehabilitation Physiotherapy Services to maximise functional health outcomes of clients including:**
 - Assessing and implementing intervention / treatment programs that reflect best practice guidelines.
 - Ensuring documentation is consistent with service policy and practice.
 - Providing information to patients, families, carers and community services.
 - Undertaking comprehensive discharge planning in conjunction with other team members.
 - Maintaining and developing clinical and professional knowledge and skills.
 8. **Provide high quality training and leadership to Aboriginal Allied Health Assistant Cadetship participants**
 - Coordination of an Aboriginal Allied Health Assistant Cadetship program, including service development and evaluation
 - Training and supervision of Allied Health Assistants within the Cadetship Program
 9. **Contribute to the effective management of human resources within Physiotherapy services, including:**
 - Participating in the recruitment and selection of staff.
 - Implementing staff orientation programs, development plans and training programs.
 - Providing professional clinical supervision and contributing to the education activities of other health professionals.

- Conducting performance management of designated staff, including career planning and development.
- 10. Contribute to the educational and research culture of Allied Health services, including:**
- Undertaking clinical training and educational activities including the development of training resources.
 - Liaising with educational providers regarding educational outcomes of clinical placements.
 - Providing training and supervision to students on placement.
 - Acting as a mentor and clinical supervisor.
 - Participating in appropriate interdisciplinary projects, quality activities, research and evaluation programs.
 - Conducting education sessions for a range of staff within the hospital.
- 11. Contribute to the delivery and management of efficient work practices and a culture of continued quality improvement, including:**
- Participating in, and facilitating the delivery of, collaborative team work and effective continuous learning and professional development.
 - Actively participating in continuous Quality Improvement activities, including the identification of performance standards and increased efficiencies.
- 12. Senior Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Policies and Procedures and legislative requirements including but not limited to:**
- Work Health and Safety Act 2012 (SA) and when relevant WHS Defined Officers must meet due diligence requirements.
- 13. Contributes to patient safety and quality by adhering to the Australian Charter of Health Care Rights, understanding the intent of the Australian National Safety & Quality Health Service Standards and participating in quality improvement activities as necessary.**
- 14. All employees are responsible and accountable for keeping accurate, legible and complete records of their activities.**

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

PERSON SPECIFICATION

ESSENTIAL MINIMUM REQUIREMENTS (those characteristics considered absolutely necessary)

Educational/Vocational Qualifications

Appropriate Degree or equivalent qualification which entitles registration with the Physiotherapy Board of Australia.

Personal Abilities/Aptitudes/Skills

- An ability to manage to the spirit and principles of the premier's safety Commitment and the legislative requirements of the *Work Health and Safety Act 2012* (SA), utilising AS/NZS ISO 31000:2009 Risk Management- Principles and Guidelines, or to an equivalent set of standards.
 - Demonstrated high level competency and extensive knowledge in Pulmonary Rehabilitation, Respiratory and Cardiac Physiotherapy assessment and treatment techniques with a broad range of Physiotherapy clinical skills.
 - Demonstrated high level interpersonal skills including negotiation, consultation and conflict resolution skills.
 - Demonstrated ability to establish and maintain effective networks and partnerships with a broad range of culturally diverse clients and stakeholders, including patients and their families, community services / agencies and other service providers, within a multi-disciplinary setting.
 - Demonstrated high level verbal and written communication skills including the ability to prepare concise, accurate and timely clinical reports and data.
 - Demonstrated skills and abilities in leadership; supervision of staff; flexibility; working independently and within an inter-disciplinary team; managing variable workloads and competing priorities; and adapting to changing service provision needs.
 - Demonstrated ability to perform the physical demands of the position and to utilise sound manual handling practices.
 - Demonstrated commitment to improve personal and professional skills through self-directed learning and evaluation in line with LHN objectives.
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Experience

- Demonstrated experience in the provision of culturally appropriate services for Aboriginal and Torres Strait Islander clients.
 - Extensive experience in clinical management in Pulmonary Rehabilitation, Respiratory and Cardiac Physiotherapy, including program evaluation and service development, combined with a broad base of experience in Physiotherapy practice.
 - Demonstrated experience in the effective development, implementation and evaluation of departmental policies and procedures relevant in a hospital setting.
 - Demonstrated experience in the use of Microsoft Office (including Word, Excel and database packages).
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Knowledge

- Knowledge of Aboriginal Cultural Awareness and Safety.
- Understanding of South Australian Aboriginal and Torres Strait Island people's cultural and health issues.
- Knowledge of evidence based Physiotherapy Chronic Disease and Pulmonary Rehabilitation practice.
- Knowledge of chronic disease self-management support practices.
- Understanding of Work Health and Safety principles and procedures.
- Understanding of the Australian National Safety & Quality Health Service Standards.
- Knowledge of continuous Quality Improvement principles and methods.

DESIRABLE CHARACTERISTICS (to distinguish between applicants who meet all essential requirements)

Personal Abilities/Aptitudes/Skills

- Demonstrated commitment to excellence and innovation in work practices.
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Experience

- Experience providing chronic disease self-management support
 - Experience engaging and working with Aboriginal and Torres Strait Islander communities, Aboriginal Health Sector service providers and other health care related agencies, programs and initiatives.
 - Proven experience in basic computing skills, including email and word processing.
 - Experience in undertaking research activities within an Allied Health context.
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Knowledge

- Demonstrated understanding and compliance with LHN Delegation of Authority.
 - Training in chronic disease management.
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Educational/Vocational Qualifications (considered useful in carrying out the responsibilities of the position)

- Postgraduate qualification in a relevant area.
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Other details
