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## SA Health Job Pack

<b>Job Title</b>	Radiographer
<b>Job Number</b>	601028
<b>Applications Closing Date</b>	16/9/2016
<b>Region / Division</b>	SA Health - Central Adelaide Local Health Network
<b>Health Service</b>	SA Medical Imaging
<b>Location</b>	Various, SALHN
<b>Classification</b>	AHP2
<b>Job Status</b>	Multiple vacancies, full time and part time, Ongoing
<b>Indicative Total Remuneration*</b>	\$83,975 - \$97,090

## 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](http://www.sahealth.sa.gov.au/careers) - see Career Information, or by referring to the nominated contact person below.

## Contact Details

<b>Full name</b>	Christopher Pilkington
<b>Phone number</b>	82044228
<b>Email address</b>	Chris.Pilkington@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



## ROLE DESCRIPTION

<b>Role Title:</b>	Radiographer
<b>Classification Code:</b>	AHP2
<b>LHN/ HN/ SAAS/ DHA:</b>	SCSS/SA Medical Imaging
<b>Hospital/ Service/ Cluster</b>	Flinders Medical Centre/SALHN
<b>Division:</b>	Medical Imaging
<b>Department/Section / Unit/ Ward:</b>	Medical Imaging
<b>Role reports to:</b>	Chief Radiographer
<b>Role Created/ Reviewed Date:</b>	August 2013

## ROLE CONTEXT

### Primary Objective(s) of role:

The incumbent contributes to the provision of medical imaging services using specialised equipment to perform diagnostic radiographic examinations for clients/patients across a range of specialities of medicine working in the General, ED, and CT speciality unit. Working under reduced professional direction perform more complex medical imaging diagnostic services using specialised equipment requiring selection and application of new techniques and methodologies within the CT speciality unit.

### Direct Reports:

Accountable to the Campus Operations Manager through the Chief Radiographer.  
Responsible on a day-to-day basis to the Radiographer in Charge of the rostered unit.

### Key Relationships/ Interactions:

#### Internal

Regular liaison with Senior Radiographers and other unit staff, particularly Shift Supervisors, Medical, Nursing and Clerical staff.

### Challenges associated with Role:

Major challenges currently associated with the role include:

- > Providing a timely service in an environment of changing service priorities
- > Working with multi-levels of professionals in determining priorities in service delivery
- > Functioning in a way where personal OH&S is maintained

#### **Delegations:**

- > Nil

#### **Resilience:**

SA Health employees persevere to achieve goals, stay calm under pressure and are open to feedback.

#### **Performance Development**

The incumbent will be required to participate in the organisation's Performance Review & Development Program which will include a regular review of the incumbent's performance against the responsibilities and key result areas associated with their position and a requirement to demonstrate appropriate behaviours which reflect a commitment to SA Health values and strategic directions.

#### **General Requirements:**

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 (WHS).
- > Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- > Keeping Them Safe Legislation (inclusive of Mandatory Notifier).
- > Disability Discrimination.
- > Code of Fair Information Practice.
- > Relevant Awards, Enterprise Agreements, Public Sector Act 2009, Health Care Act 2008, and the SA Health (Health Care Act) Human Resources Manual.
- > Relevant Australian Standards.
- > Duty to maintain confidentiality.
- > Smoke Free Workplace.
- > To value and respect the needs and contributions of SA Health Aboriginal staff and clients, and commit to the development of Aboriginal cultural competence across all SA Health practice and service delivery.
- > Applying the principles of the South Australian Government's Risk Management Policy to work as appropriate.

#### **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:**

- > Required to participate in a on-call roster.
- > May be required to work within other locations of SAMI.
- > Required to be available for a roster over 24 hours, 7 days a week on a rotating roster of 19 days per month.
- > The incumbent is required to be available to work in other sections of the Medical Imaging Division as per roster.
  
- > 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.
- > Depending on work requirements the incumbent may be transferred to other locations across SA Health to perform work appropriate to classification, skills and capabilities either on a permanent or temporary basis subject to relevant provisions of the *Public Sector Act 2009* for Public Sector employees or the *SA Health (Health Care Act) Human Resources Manual* for Health Care Act employees.
- > The incumbent may be required to participate in Counter Disaster activities including attendance, as required, at training programs and exercises to develop the necessary skills required to participate in responses in the event of a disaster and/or major incident.

## Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
General Radiography	<ul style="list-style-type: none"> <li>&gt; undertaking general x-ray medical imaging procedures which may be broad and complex in nature, ensuring the outcomes meet appropriate professional standards of practice working as an independent practitioner.</li> </ul>
	<ul style="list-style-type: none"> <li>&gt; accepting professional responsibility under reducing professional supervision for imaging procedures assigned to their unit.</li> </ul>
	<ul style="list-style-type: none"> <li>&gt; applying professional knowledge and professional judgement to select and adapt xray or CT scanning techniques best suited for the clinical situation with reducing professional supervision .</li> </ul>
	<ul style="list-style-type: none"> <li>&gt; communicating any unusual findings of the examination to Radiologist or Clinician, which may facilitate an immediate review of the patient's clinical status.</li> </ul>
	<ul style="list-style-type: none"> <li>&gt; consulting with the patient or patient's guardian to document patient history regarding location and incidence of patients' presenting symptoms or to determine the mechanics of an injury applying professional knowledge and professional judgement to select and adapt imaging techniques best suited for the clinical situation.</li> </ul>
	<ul style="list-style-type: none"> <li>&gt; exercising professional direction over AHP1 staff.</li> </ul>
	<ul style="list-style-type: none"> <li>&gt; maintaining standards by involvement in the Radiographer training program and the staff Professional Development program.</li> </ul>
	<ul style="list-style-type: none"> <li>&gt; ensuring that appropriate safe practices are maintained in accordance to the Radiation and Protection Act 1982.</li> </ul>

## Knowledge, Skills and Experience

### ESSENTIAL MINIMUM REQUIREMENTS

**Educational/Vocational Qualifications** Appropriate Degree or equivalent qualification, which entitles a statement of accreditation in Diagnostic Radiography from the Australian Institute of Radiography, or its recognised equivalent (up to July 2012) and then registration with the Medical Radiations Practice Board of Australia (post July 2012)

#### **Personal Abilities/Aptitudes/Skills:**

Demonstrated ability to:

- > use contemporary information technology.
- > be self motivated, resourceful and innovative.
- > identify problems and develop and implement strategies for resolution.
- > work in a changing environment.
- > work effectively within a multidisciplinary team using well developed interpersonal skills.
- > able to apply common adaptations of technique and equipment to acquire the required information.

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#### **Experience**

- > Demonstrated experience as an accredited radiographer within a medical imaging department.
- > Demonstrated experience across broad range of general or emergency radiography situation examinations:

#### **Knowledge**

- > Knowledge of Regulations pertaining to the Radiation Protection and Control Act, 1982.
- > Sound knowledge of Occupational Health, Safety & Welfare principles and procedures.

### DESIRABLE CHARACTERISTICS

#### **Educational/Vocational Qualifications**

- > Post Graduate qualifications in a modality area ie: Angiography/CT/Mammography/MRI or Ultrasound

#### **Personal Abilities/Aptitudes/Skills:**

- > able to perform more complex emergency examinations under reducing levels of direct supervision.

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#### **Experience**

- > Experience working in a Modality area ie: : Angiography/CT/Mammography/MRI or Ultrasound

#### **Knowledge**

- Knowledge of CR and DR technology.
  - Knowledge of advanced ED speciality techniques.
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## Organisational Context

### Organisational Overview:

Our mission at SA Health is to lead and deliver a comprehensive and sustainable health system that aims to ensure healthier, longer and better lives for all South Australians. We will achieve our objectives by strengthening primary health care, enhancing hospital care, reforming mental health care and improving the health of Aboriginal people.

SA Health is committed to a health system that produces positive health outcomes by focusing on health promotion, illness prevention and early intervention. We will work with other government agencies and the community to address the environmental, socioeconomic, biological and behavioural determinants of health, and to achieve equitable health outcomes for all South Australians

### Our Legal Entities:

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health and Ageing and the Minister for Mental Health and Substance Abuse.

The legal entities include but are not limited to Department for Health and Ageing, Central Adelaide Local Health Network, Northern Adelaide Local Health Network, Southern Adelaide Local Health Network, Women's and Children's Health Network, Country Health SA Local Health Network and SA Ambulance Service.

### SA Health Challenges:

The health system is facing the challenges of an ageing population, increased incidence of chronic disease, workforce shortages, and ageing infrastructure. The SA Health Care Plan has been developed to meet these challenges and ensure South Australian's have access to the best available health care in hospitals, health care centres and through GPs and other providers.

### Health Network/ Division/ Department:

Health Services within South Australia are organised into five Local Health Networks (LHNs). These include Southern Adelaide, Northern Adelaide, Central Adelaide, Women's and Children's and Country Health SA. There are also a number of Statewide Health Services and Support Services.

SA Medical Imaging (SAMI) has been created to provide a comprehensive and unified medical imaging service to the public health system in South Australia; to improve efficiency and provide a more cohesive, consistent, and accessible state wide service.

The consolidation of imaging services will achieve the following clinical and technical outcomes:

1. streamline imaging service delivery options;
2. reduce unnecessary duplication of services;
3. sustain and enhance clinical contribution of services to support safe and effective patient outcomes;
4. maximise productivity and efficiency;
5. maximise opportunities for efficient resource utilisation; and
6. maximise opportunities to engage with primary care.

## Values

### SA Health Values

The values of SA Health are used to indicate the type of conduct required by our employees and the conduct that our customers can expect from our health service:

- > We are committed to the values of integrity, respect and accountability.
- > We value care, excellence, innovation, creativity, leadership and equity in health care provision and health outcomes.
- > We demonstrate our values in our interactions with others in SA Health, the community, and those for whom we care.

### Code of Ethics

The *Code of Ethics for the South Australian Public Sector* provides an ethical framework for the public sector and applies to all public service employees:

- > Democratic Values - Helping the government, under the law to serve the people of South Australia.
- > Service, Respect and Courtesy - Serving the people of South Australia.
- > Honesty and Integrity- Acting at all times in such a way as to uphold the public trust.
- > Accountability- Holding ourselves accountable for everything we do.
- > Professional Conduct Standards- Exhibiting the highest standards of professional conduct.

The Code recognises that some public sector employees are also bound by codes of conduct relevant to their profession.

## Approvals

### Role Description Approval

I acknowledge that the role I currently occupy has the delegated authority to authorise this document.

**Name:** C Pilkington

**Role Title:** Campus Operations Manager

**Signature:** *C Pilkington*

**Date:** 10/12/2013

## Role Acceptance

### Incumbent Acceptance

I have read and understand the responsibilities associated with role, the role and organisational context and the values of SA Health as described within this document.

**Name:**

**Signature:**

**Date:**