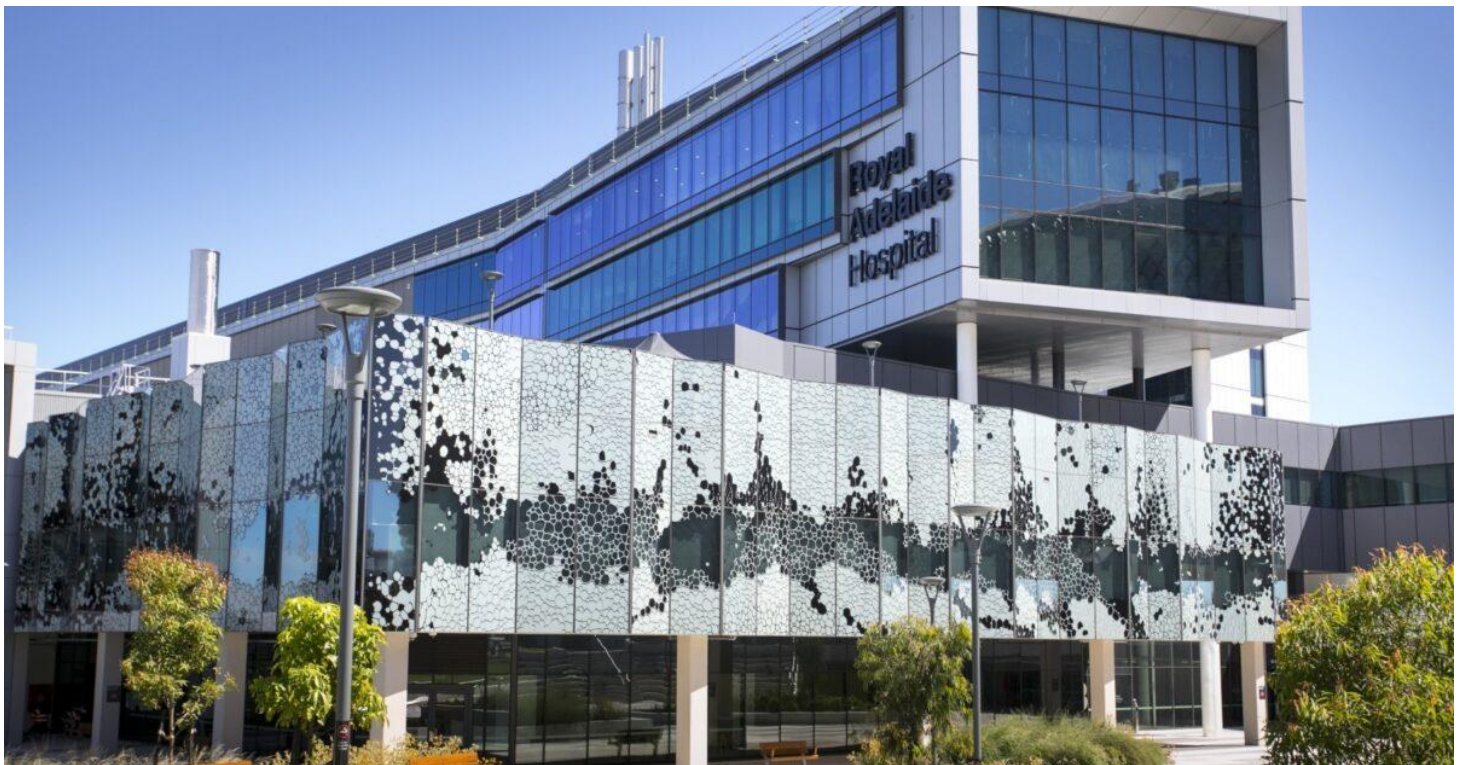


# HEAD OF UNIT EMERGENCY DEPARTMENT ROYAL ADELAIDE HOSPITAL

CANDIDATE INFORMATION PACK



# CONTENTS

---

THE ORGANISATION	3
THE POSITION	7
THE PERSON	9
THE LOCATION	11
NEXT STEPS	13

---

# THE ORGANISATION

At Central Adelaide we are looking to the future and positioning ourselves as central to the future of health for South Australians, through world-class care and world-class research.

While our future is very much focused on delivering the care and expertise our consumers and community expect from us, it looks further and considers the limitless possibilities arising from our world-class researchers and our unique position within South Australia's public health system.

To help us achieve our vision and our priorities, we have developed a set of strategic ambitions that will set a pathway towards achieving world-class care and world-class research.

Our strategic ambitions are:

- Our care is connected and revolves around the patient in their (and our) community.
- Our curiosity compels us to always do better research and innovation drives everything
- We invest in what matters
- Our technology enables excellence
- We attract and foster world-class talent

Key to achieving these ambitions is the right organisational culture. Our board, leadership team and workforce are committed to a culture of high performance, not only because it's expected of them, but because it's what they want to do. If you want to join us on our journey to achieving our vision of being a top five health service in Australia and top 50 globally, I encourage you to apply for this position with us.



## Royal Adelaide Hospital

The Royal Adelaide Hospital (RAH) is South Australia's flagship hospital, providing a comprehensive range of the most complex clinical care to an estimated 85,000 inpatients and 400,000 outpatients each year. The RAH provides a comprehensive range of complex care across medical, surgical, emergency, acute mental health, outpatient and diagnostic fields. The hospital is a 'super-site' for major emergencies in South Australia, such as heart attacks and stroke, and serves as the complex multi-trauma destination for the state.

*WE ARE SHAPING THE FUTURE OF HEALTH WITH  
WORLD-CLASS CARE AND WORLD-CLASS RESEARCH*

## OUR VISION

*To shape the future of health with world-class care and world-class research*

*To become one of the top-five-performing health services in Australia and one of the top-50-performing health services in the world within five years.*

## OUR VALUES

Our values outline who we are, what we stand for and what people can expect from us. We are:

People First

Ideas Driven

Future Focused

Community Minded

These values and behaviours were defined by our workforce and released in early 2020. They are the core principles we are all expected to abide by. Our values reflect our network's aspirations for appropriate workplace behaviour and will play a role in helping build a positive workplace culture.

The values and behaviours are our 'being' and help us remain true to our purpose – giving our patients the best possible care.

Work is underway to embed them into our culture so that every employee can be held accountable for demonstrating the behaviours and living the values with pride every day.

## OUR STRATEGIC AMBITIONS

**Our strategic ambitions focus our efforts on the delivery of world-class care and world-class research that will shape the future of health in South Australia.**

They express our commitment to care, community, investment, research, technology and importantly, recognise the influence of our world-class workforce on our ability to achieve our vision.



**Our care is connected and revolves around the patient in their (and our) community**



**Our curiosity compels us to always do better research and innovation drives everything**



**We invest in what matters**



**Our technology enables excellence**



**We attract and foster world-class talent**

## EMERGENCY DEPARTMENT

The Emergency Department at the Royal Adelaide Hospital (RAH) is the state's only quaternary emergency service.

More than 75,000 patients need to come to the Emergency Department each year, including over 1,800 major trauma cases and approximately 100 patients who arrive by ambulance every day. The Emergency Department is open 24 hours, seven days a week and is the 'super-site' for major emergencies in South Australia, such as burns, heart attacks and strokes.

It is also the complex multi-trauma destination for the state, with senior doctors and nurses on-site around the clock to respond to life-threatening emergencies. The ED at the RAH is one of three adult major trauma services in SA and is served by a helipad which can accommodate up to two helicopters.

It is the state's major referral centre for:

- Intensive care
- Spinal injuries
- Neurosurgery
- Hyperbaric medicine
- Renal
- Burns
- Infectious diseases
- Reconstructive surgery.

In addition to supporting care for complex medical, surgical and cancer patients, the ED provides services for:

- mental health
- toxicology
- forensic sexual assault
- Ambulatory / same day emergency care.

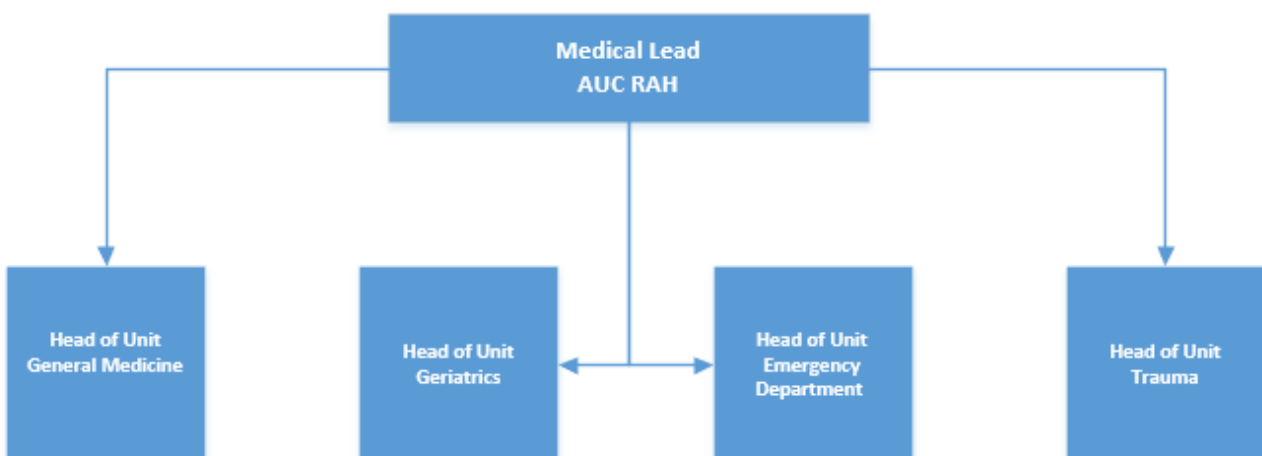
While providing primarily Adult Emergency Care, the ED also maintains facilities to deliver emergency paediatric and obstetric care.

The RAH is the largest trauma centre for the state, seeing over 1,800 major trauma cases annually, and is supported by these on-site specialist units:

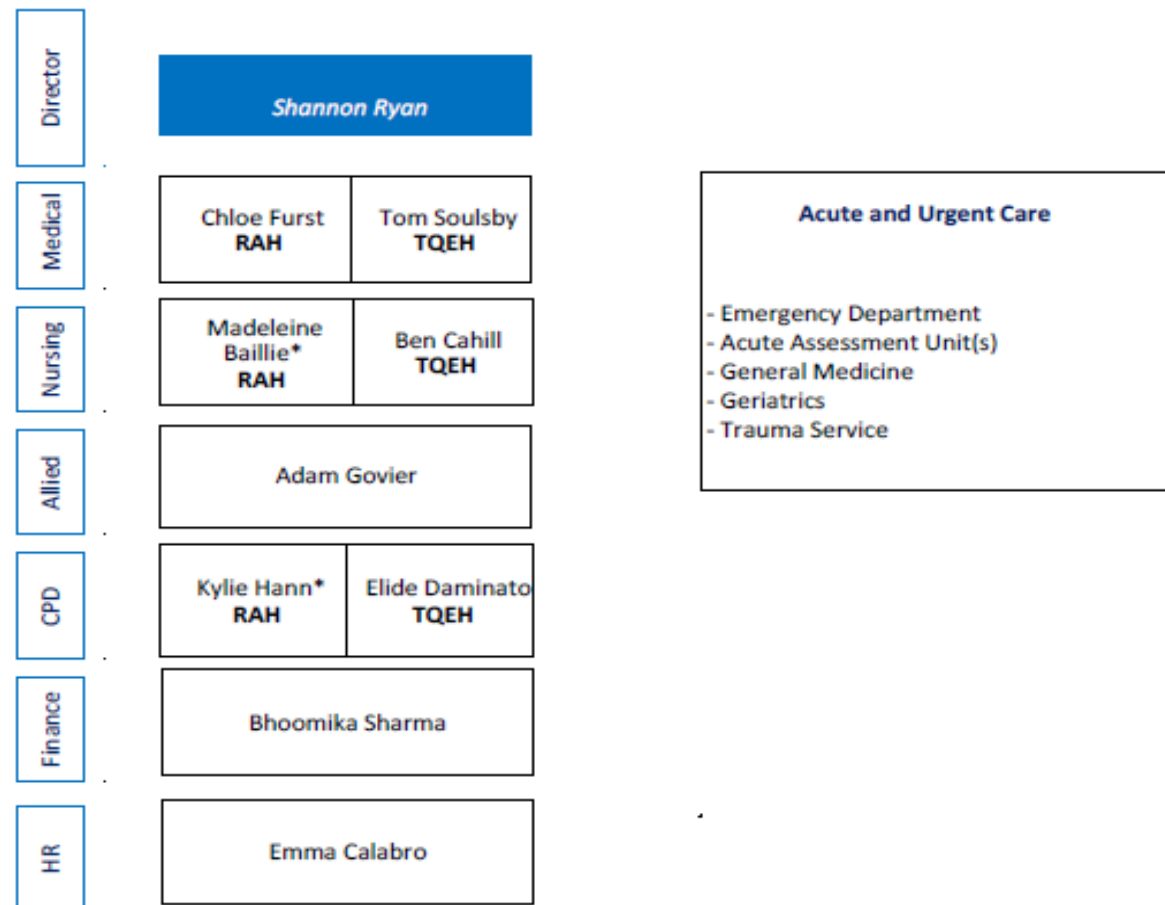
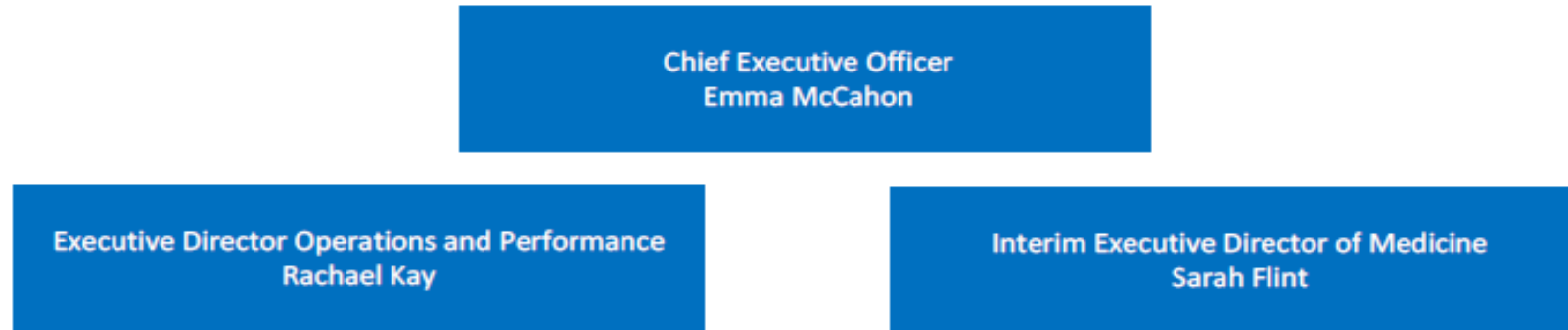
- cardiothoracic
- neurosurgical
- orthopaedic
- burns
- spinal injuries
- hyperbaric medicine.

## ACUTE AND URGENT CARE STRUCTURE

### Acute & Urgent Care RAH



# CALHN AUC PROGRAM MODEL AS AT 18/07/2024



# THE POSITION

Role Title	Head of Unit, Emergency Department Royal Adelaide Hospital
Reports to	Director, Emergency Department
Agency	Central Adelaide Local Health Network
Division	Acute and Urgent Care

## KEY DUTIES AND RESPONSIBILITIES

As part of your role as Head of Unit, Emergency Department RAH for Acute & Urgent Care Program you will:

- Provide clinical leadership and governance of the RAH Emergency Department
- Maintain a clinical load as required.
- Ensure the effective and efficient operation of the RAH Emergency Department for the delivery of efficient and safe service.
- Be responsible for the clinical supervision of staff allocated to the RAH Emergency Department and assume clinical responsibility for its safe functioning.
- Be responsible for the recruitment, rostering, job planning, line management and supervision of medical staff within the Unit, including ensuring teaching commitments are met.
- Lead the RAH Emergency Department in conjunction with the Medical Lead Acute & Urgent Care RAH and will be responsible for the management of the operational requirements of the RAH Emergency Department.
- In collaboration with the Medical Lead Acute & Urgent Care, develop and implement future planning for the particular subspecialty, including, strategic planning, succession planning and capital works.
- In collaboration with other senior clinicians of the RAH Emergency Department ensure appropriate clinical governance is implemented to provide a high level of quality and safety for patient care.
- Support and report to the Medical Lead for the clinical outcomes of the departments RAH Emergency Department service strategies and initiatives.
- Contribute to the development of systems for quality improvement activities including, monitoring or achievement of key performance indicators and coordinate to audit activities and evaluation of practice and quality improvement.
- Develop and maintain clinical protocols, guidelines and policies that apply to the particular RAH Emergency Department.
- Contribute to the management of change and development of the service with responsibility for the management of strategic implementation programmes.
- Oversee and facilitate the care of complex patients including, chairing of multi-disciplinary care planning and priority.
- Be responsible for maintaining standards of clinical care and direct care planning when diagnostic ambiguity and conflicting clinical opinions are affecting ongoing patient care.
- Work collaboratively with the Medical Lead towards maintaining and improving linkages with other clinical services and agencies to ensure patients receive an integrated and coordinated service.
- Work collaboratively with the Medical Lead to review critical incidents/adverse events, complaints, allegations and other sources of feedback about service quality and the propagation of recommendations if required.
- Be accountable for managing the medical/clinical budget line/s and contribute to budget preparation, management of allocated funds and preparation of capital works proposals in collaboration with the Medical Lead.
- Manage research activities and will be responsible for the coordination of research within the Unit.
- Work collaboratively with the Medical Lead, to facilitate the coordination of professional development for clinical members at an adequate level to allow competent completion of clinical tasks.
- Ensuring sound principles of personnel management are in place including the implementation of all SA Health policies, such as Work Health and Safety, Equal Opportunity and the Code of Conduct.
- Ensuring that appropriate medical staff orientation programs, development plans and training programs are implemented.
- Assisting in the co-ordination of medical, nursing and allied health and support services within the Unit

## Special Conditions

- It is mandatory that no person, whether or not already working in SA Health, may be appointed to a position in SA Health unless they have provided the a satisfactory current Criminal and Relevant History Screening, as required by the SA Health Criminal and Relevant History Screening Policy Directive.
- For appointment in a Prescribed Position under the Child Safety (Prohibited Persons) Act (2016), a current Working with Children Check (WWCC) is required from the Department for Human Services Screening Unit. For other positions, a satisfactory National Police Certificate (NPC) assessment is required.
- For 'Prescribed Positions' under the Child Safety (Prohibited Persons) Act (2016), the individual's WWCCs must be renewed every 5 years from the date of issue; and for 'Approved Aged Care Provider Positions' every 3 years from date of issue as required by the Accountability Principles 2014 issued pursuant to the Aged Care Act 1997 (Cth).
- Appointment is subject to immunisation risk category requirements. There may be ongoing immunisation requirements that must be met.
- 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.

## General Requirements

Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Directives, Determinations and Guidelines, 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.
- Return to Work Act 2014 (SA), facilitating the recovery, maintenance or early return to work of employees with work related injury / illness.
- Meet immunisation requirements as outlined by the Immunisation for Health Care Workers in South Australia Policy Directive.
- Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- Children and Young People (Safety) Act 2017 (SA) 'Notification of Abuse or Neglect'.
- Disability Discrimination
- Independent Commissioner Against Corruption Act 2012 (SA).
- Information Privacy Principles Instruction.
- 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.

The SA Health workforce contributes to the safety and quality of patient care by adhering to the South Australian Charter of Health Care Rights, understanding the intent of the National Safety and Quality Health Service Standards and participating in quality improvement activities as necessary.





# THE PERSON

## ESSENTIAL REQUIREMENTS

### Educational/Vocational Qualifications

- Fellow of the Australasian College of Emergency Medicine or equivalent qualification registrable with the Medical Board of Australia (AHPRA) as a Specialist in Emergency Medicine
- Demonstrated ongoing participation in continuing professional development since attaining specialist qualification.

### Personal Abilities/Aptitudes/Skills:

- Demonstrated high standard of clinical practice in emergency medicine.
- Demonstrated professional integrity, leadership and motivational skills.
- Demonstrated ability to work in a multidisciplinary team.
- Ability to work constructively with nursing and medical staff.
- Demonstrated commitment to quality improvement.
- Effective interpersonal communication skills.
- Ability to work independently and exercise a high level of professional judgement and medical competence in a multidisciplinary setting.
- Respect for the rights and responsibilities of patients and their families.
- Ability to organise work priorities in planning, development and implementation of tasks in meeting deadlines.

### Experience

- Experience with the supervision and teaching of undergraduate and postgraduate medical staff.
- Extensive clinical experience relevant to work in an ED.
- Experience in quality improvement activities.

### Knowledge

- Up to date knowledge on the management of emergency medicine patients
- A knowledge of Occupational Health, Safety and Welfare principles and procedures
- A knowledge of Equal Employment Opportunity principles
- A knowledge of Quality Improvement principles and procedures
- A knowledge of the Code of Fair Information Practice
- A knowledge of the Policy on Bullying and Harassment
- Understanding of the rights and responsibilities of patients and their families
- Working knowledge of Microsoft Office applications

## DESIRABLE CHARACTERISTICS

### Educational/Vocational Qualifications

- Higher qualification in relevant field (Preference will be given to Fellows of the Australasian College for Emergency Medicine due to the requirements for accreditation of Emergency Registrar training).
- Participating in a recognised program aimed at maintaining clinical skills.

### Personal Abilities/Aptitudes/Skills

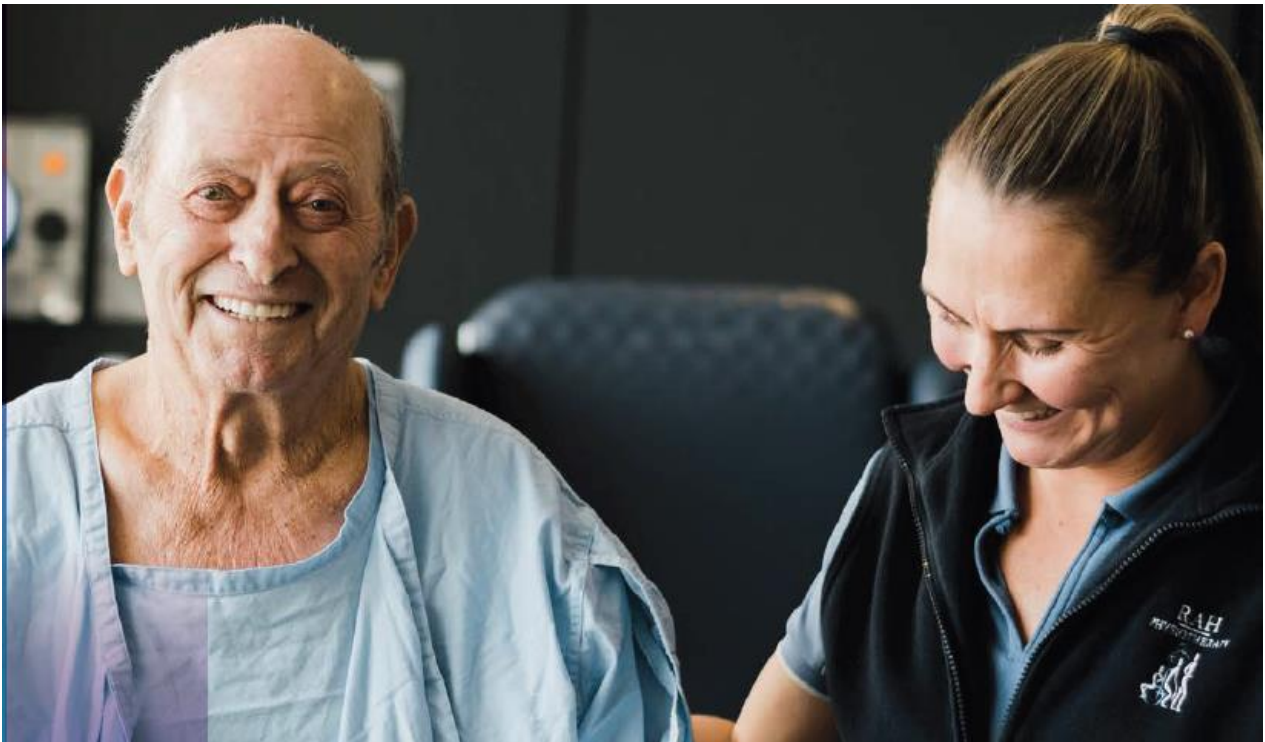
- Demonstrate a flexible approach to working within a multi-disciplinary team.
- Ability to motivate other staff.

### Experience

- Experience in a broad range of medical fields relevant to the practice of emergency medicine.
- Experience in a variety of settings working with a range of populations including Indigenous and culturally and linguistically diverse communities would be an advantage.
- Experience in research.
- Proven experience in basic computing skills including email and word processing.

### Knowledge

- Knowledge of the Public Health System
- Knowledge of Evidence Based Medicine & Best Practice Principles
- A sound clinical knowledge of Emergency Medicine practices
- An understanding of budgetary requirements affecting the Health System.



# ADELAIDE, SOUTH AUSTRALIA

Sophisticated, cultured, neat-casual – the self-image Adelaide projects. Multicultural flavours infuse Adelaide's restaurants; there's a pumping arts and live-music scene; and the city's festival calendar has vanquished dull Saturday nights. The City of Churches still has plenty of church spires, but they're beautifully complimented a growing number of hip bars tucked away in lanes, pubs and a thriving cultural scene.

## Why live in Adelaide...

It is very affordable	In 2021, Adelaide was named the most liveable city in Australia and the world's third most liveable city. In terms of living costs, it's around <b>33%</b> cheaper to live here than in Sydney! Housing specifically is around <b>48%</b> more expensive in Sydney than in Adelaide.
Home to some of Australia's top educational institutions	You'll find lots of Australia's top educational institutions in Adelaide, including universities, private colleges, and culinary and hospitality schools.
Convenient travel	Adelaide is 48% cheaper than in Sydney in terms of travel. Many inner-city transport services are free (including buses), so you can enjoy, experience and explore Adelaide very affordably.
Cultural diversity	In the heart of Adelaide's CBD lie many of South Australia's major arts and cultural institutions, and the majority of them are free to visit! Some of these include the State Library of South Australia, the Adelaide Botanic Gardens, the South Australian Museum, the Art Gallery of South Australia, the Flinders University Museum of Art, the Adelaide Festival Centre and Adelaide Zoo.

Source: <https://insiderguides.com.au/reasons-live-adelaide/>



## Beaches

The coast to the west of Adelaide is lined with beaches, most of which are less than half an hour's drive from the city centre. The sandy suburbs of West Beach and Henley Beach are the end point of the River Torrens Linear Park Trail, a 35km walking path that passes through Adelaide's central business district.

Glenelg Beach is one of Adelaide's most popular as the Glenelg tram connects it to the city centre. It can be reached via the shop-lined Jetty Road. Located only 12km from the heart of Adelaide City, Glenelg is a charming seaside suburb with sandy white shores, charming heritage hotels and bustling shops, sidewalks cafes and summer entertainment. You can also swim with wild dolphins, go diving or snorkelling or join a fishing charter.

In addition to its popular stretch of sand, Semaphore Beach (a 15-minute drive up the coast from Henley Beach) has a 1920s bathing pavilion and the oldest working carousel in the southern hemisphere.



## The wineries

The Adelaide Hills is one of Australia's best cool-climate wine regions. You'll find more than 60 wineries just minutes from the city.

Adelaide has been recognised as one of the Great Wine Capitals of the World – a network of nine major global cities which share a common asset: their internationally renowned wine regions. With 200 cellar doors only a short drive away from the CBD, and 18 world-renowned wine regions nearby, it's no surprise why.

### Adelaide Hills

A picturesque 30-minute drive out of Adelaide CBD will present you with one of the most celebrated wine regions in South Australia.

### McLaren Vale

Roughly 40 km (45-minute drive) from Adelaide CBD, the McLaren Vale is a vast wine region with over 70 cellar doors to discover.

### Langhorne Creek

Driving deeper south of Adelaide will allow you to stumble upon one of the lesser known wine regions around Adelaide.

Langhorne Creek is located 65 km (1-hour drive) from the Adelaide CBD. You will feel the calm wash over you as you embark on one of the most relaxing escapes on offer from the state of South Australia.

### Barossa Valley

With a world-class reputation for producing tantalising wines, the Barossa Valley is a national treasure. Located approximately 70 km (1-hour drive) from the Adelaide CBD, you definitely need to set an entire day aside to explore.

Source <https://www.wridgways.com.au/information-centre/living-in-adelaide>

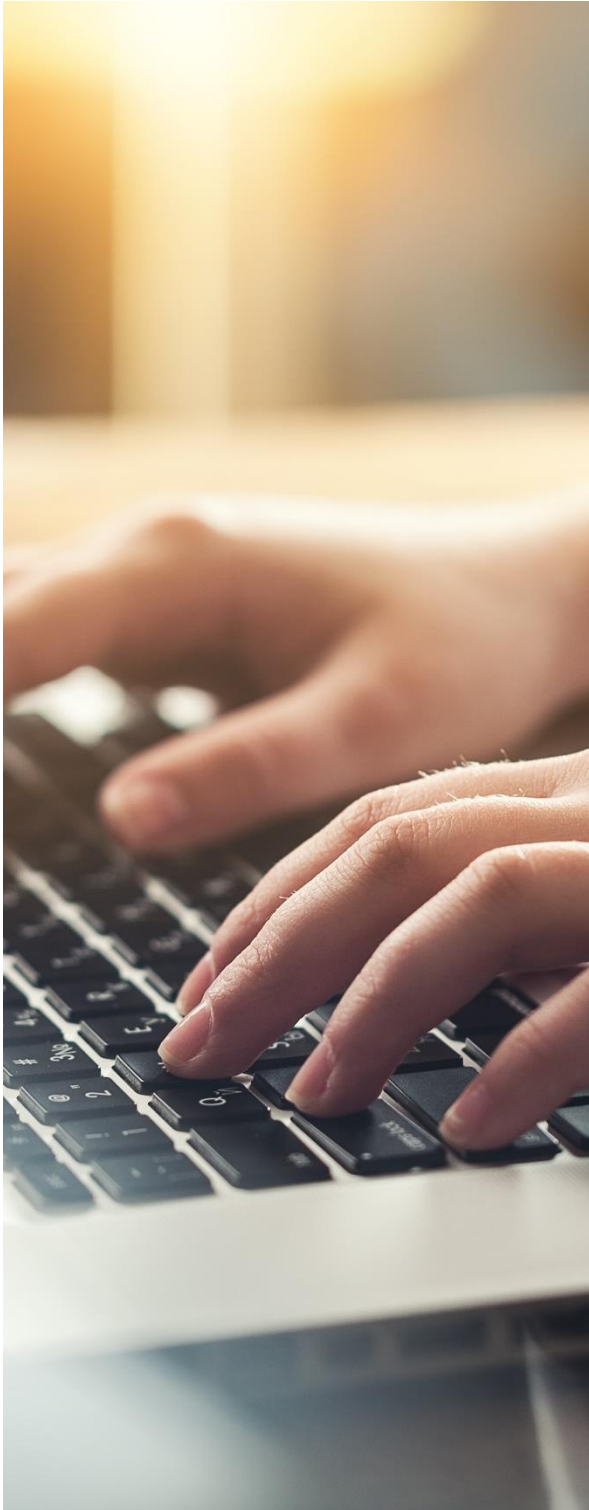
### Adelaide Central Market

Satisfy your deepest culinary cravings at the 250-odd stalls in superb Adelaide Central Market. A sliver of salami from the Mettwurst Shop, a crumb of English Stilton from the Smelly Cheese Shop, a tub of blueberry yoghurt from the Yoghurt Shop – you name it, it's here. Good luck making it out without eating anything. Adelaide's Chinatown is right next door.

### Adelaide Botanic Gardens

In the heart of the city but another world away ... Take time out to explore the beauty and diversity of plants from across Australia and around the world. Spend an hour or spend the day among the 50 hectares of magnificently maintained gardens and stunning architecture. Relax in the shade or enjoy a coffee among some of Australia's finest plant collections.





## NEXT STEPS

Initial contact should be made with Ccentric Group, the executive search firm exclusively engaged to assist with the appointment. The relevant Ccentric contacts are as follows:

**Michael De Santis**

T: +61 406 499 659

E: [michaeld@ccentric.com.au](mailto:michaeld@ccentric.com.au)

**Natalie Xu**

T: +61 450 358 948

E: [nataliex@ccentric.com.au](mailto:nataliex@ccentric.com.au)

