



## ROLE DESCRIPTION

<b>Role Title:</b>	ANAESTHETIC CONSULTANT
<b>Classification Code:</b>	MD2
<b>LHN/ HN/ SAAS/ DHA:</b>	Northern Adelaide Local Health Network (NALHN)
<b>Hospital/ Service/ Cluster</b>	Lyell McEwin Hospital and Modbury Hospital
<b>Division:</b>	Surgical Specialties and Anaesthesia
<b>Department/Section / Unit/ Ward:</b>	NALHN – Department of Anaesthesia, Pain, and Perioperative Medicine
<b>Role reports to:</b>	Director, NALHN Department of Anaesthesia, Pain, and Perioperative Medicine
<b>Role Created/ Reviewed Date:</b>	22.08.2024
<b>Criminal History Clearance Requirements:</b>	<input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Working with Children Check – WWCC (DHS) <input checked="" type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)
<b>Immunisation Risk Category</b>	<input checked="" type="checkbox"/> Category A (direct contact with blood or body substances) <input type="checkbox"/> Category B (indirect contact with blood or body substances) <input type="checkbox"/> Category C (minimal patient contact)

## ROLE CONTEXT

### Primary Objective(s) of role:

- > The Consultant Anaesthetist provides clinical services to Anaesthetics Department patients, clinical leadership, and contribution to a multidisciplinary approach to the delivery of patient care.
- > The Consultant Anaesthetist is actively involved in teaching medical students and trainee medical officers and where appropriate Nursing and Allied Health. The Consultant Anaesthetist participates in clinical audit and quality, safety and clinical risk management activities and research and continuous medical education activities.

### Direct Reports:

- > Director, NALHN Department of Anaesthesia, Pain, and Perioperative Medicine

### Key Relationships/ Interactions:

#### Internal

- > Responsible, in common with the other staff of the department for education and supervision of medical students, Interns, Resident Medical officers, Registrars and Fellows.

#### External

- > Liaises with other Directorates and Services of the NALHN, with other health providers in the community and hospital sector as well as with the broader community in the pursuit of comprehensive patient care.

**Challenges associated with Role:**

Major challenges currently associated with the role include:

- > Managing anaesthetic services over two hospitals including on call duties at both sites.
- > Providing training appropriately matched to the needs of junior medical staff coming from diverse backgrounds and specialties areas.
- > Managing the workflow through a busy metropolitan anaesthetic service. Alternatively, challenges currently associated with the role include.

**Delegations:**

- > Refer to HR delegations.
- > Complying with the Lyell McEwin Hospital's Delegations of Authority.

## Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Provision of a high standard of anaesthetic practice	<ul style="list-style-type: none"> <li>&gt; Engaging in clinical practice as determined by the Head of Unit, Lyell McEwin and Modbury Hospital Anaesthesia departments.</li> <li>&gt; Developing and implementing protocols in such subdivisions of the discipline as are allotted under the responsibility of 'co-ordinator' by the Head of Unit of Anaesthesia.</li> <li>&gt; Sharing fully in the organisation and implementation of all modalities of Quality Assurance within the Department of Anaesthesia.</li> <li>&gt; Assisting with the implementation and development of postgraduate teaching programs in Anaesthesia, with responsibilities to the ANZCA Supervisor of Training of the Department of Anaesthesia.</li> <li>&gt; Sharing in the Department's teaching program for medical undergraduates, and other health professionals.</li> <li>&gt; Contributing to the patient safety agenda.</li> <li>&gt; Fulfilling the requirements of an approved Continuous Professional Development Program.</li> </ul>
Efficient administration of the Department of Anaesthesia	<ul style="list-style-type: none"> <li>&gt; Attending committee, and other meetings as required by the Head of Unit, Lyell McEwin and Modbury Hospital, Anaesthesia Department.</li> <li>&gt; Preparing statements and reports as required by the Head of Unit of Lyell McEwin and Modbury Hospital, Anaesthesia Department.</li> <li>&gt; Assisting in the coordination, direction and control of the Department of Anaesthesia as required by the Head of Unit, Lyell McEwin and Modbury Hospital, Anaesthesia Department.</li> <li>&gt; Assisting in the management, supervision, and training of trainee medical officers and any other trainee personnel within the Department.</li> </ul>
Adhere to policies and procedures of Lyell McEwin Hospital and wider NALHN	<ul style="list-style-type: none"> <li>&gt; Participating in performance management activities, including annual performance appraisals.</li> <li>&gt; 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.</li> <li>&gt; Complying with the Code of Fair Information Practice.</li> </ul>
Contribute to a safe and healthy work environment for self and others	<ul style="list-style-type: none"> <li>&gt; Reporting all accidents, incidents and near misses.</li> <li>&gt; Using equipment provided for the prevention of injuries.</li> <li>&gt; Complying with reasonable instructions or procedures aimed at protecting the health and safety of themselves and others.</li> <li>&gt; Carrying out responsibilities as details in Work, Health, Safety and Injury Management policies and procedures.</li> <li>&gt; Responsible to the Head of Unit of Anaesthesia for maintenance of the best practice standards of clinical and administrative anaesthetic practice and the maintenance of optimal working relationships with all associated staff.</li> </ul>

## Knowledge, Skills and Experience

### ESSENTIAL MINIMUM REQUIREMENTS

#### **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.

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

- > Ability to supervise and direct senior and junior anaesthesia medical staff.
- > Demonstrated clinical excellence in the Specialty of Anaesthesia.
- > Demonstrated professional integrity.
- > The full range of regional anaesthesia/analgesia techniques.
- > Experience in working within an Acute Pain Service.
- > Ability to communicate well with other medical practitioners, health professionals, patients and the public, and the ability to foster harmonious working relationships with a department setting.
- > Skill in problem solving and decision making at both the clinical and individual level.
- > Ability to thoroughly, accurately, and legibly document assessments, management plans and other relevant material in the patient medical record.
- > Ability to write clear and concise reports and correspondence.
- > Ability to contribute to education programs for medical officers, undergraduate medical students, and staff of other disciplines.
- > Proven commitment to the principles and practices of:
  - EEO, Ethical Conduct, Diversity and Worker Health & Safety.
  - Quality management and the provision of person and family centred care.

#### **Experience**

- > Proven experience in basic computing skills, including email and word processing.
- > At least 5 years' experience in clinical anaesthesia including all sub-specialties.
- > Ability to consistently display commitment to, compliance with and leadership in high quality Customer Service, Equity and Diversity, Work Health & Safety and Industrial Democracy Principles and practices and relevant legislation to these areas.

#### **Knowledge**

- > Up to date knowledge of skills, equipment and attitudes in anaesthesia and related fields.
- > Understanding of Work Health and Safety principles and procedures.
- > Understanding of the Australian National Safety & Quality Health Service Standards.
- > Working knowledge of Microsoft Applications.
- > Knowledge of Code of Fair Information Practice.
- > Knowledge of the DH "Patient Safety Framework".
- > Experience in education for junior anaesthesia and other staff.
- > Understanding the Principles involved in medical research.

## **DESIRABLE CHARACTERISTICS**

### **Educational/Vocational Qualifications**

- > Qualifications in pain medicine, research, or other relevant areas.

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

- > Ability to work within and provide leadership for Multidisciplinary Team
- > Ability to work constructively with nursing and medical staff.
- > Demonstrate a flexible approach to working within a multi-disciplinary team.

### **Experience**

- > Experience in a broad range of medical fields relevant to the practice of anaesthetics
- > Experience in a variety of settings working with a range of populations including indigenous and culturally and linguistically diverse communities would be an advantage.
- > Skills in management of chronic pain patients, paediatric anaesthesia.
- > Experience in research activities.

### **Knowledge**

- > Advanced knowledge of physiology, pharmacology, statistics, and information technology.
- > Advanced knowledge of the Public Health System.

### 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 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)* maintaining your own health and safety and not place others at risk and comply with any reasonable instruction that is given to allow SA Health to comply with the WHS Act, 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.

**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.

**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.

**White Ribbon:**

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.

**Cultural Commitment:**

NALHN welcomes and respects Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. In acknowledgement of this, NALHN is committed to increasing the Aboriginal and Torres Strait Islander Workforce.

**Resilience:**

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

## Organisational Context

### SA Health

SA Health is committed to protecting and improving the health of all South Australians by providing leadership in health reform, public health services, health and medical research, policy development and planning, with an increased focus on wellbeing, illness prevention, early intervention and quality care.

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health, the Minister for Health & Wellbeing. The State Government has reformed the governance of SA Health, including establishing 10 Local Health Networks (LHNs), each with its own Governing Board.

These reforms have taken a staged approach, with the most significant changes to taking place from 1 July 2019 when the new Governing Boards become fully operational.

SA Health is comprised of the Department for Health and Wellbeing and the following legal entities:

- > Central Adelaide Local Health Network
- > **Northern Adelaide Local Health Network**
- > Southern Adelaide Local Health Network
- > Women's and Children's Health Network
- > Barossa Hills Fleurieu Local Health Network
- > Eyre and Far North Local Health Network
- > Flinders and Upper North Local Health Network
- > Riverland Mallee Coorong Local Health Network
- > Limestone Coast Local Health Network
- > Yorke and Northern Local Health Network
- > SA Ambulance Service

### Northern Adelaide Local Health Network

The Northern Adelaide Local Health Network (NALHN) provides care to more than 400,000 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. NALHN works to ensure quality and timely delivery of health care, whilst building a highly skilled, engaged and resilient workforce based on a culture of collaboration, respect, integrity and accountability.

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 statewide 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.

NALHN includes:

- > Lyell McEwin Hospital (LMH) - a 336-bed specialist referral public teaching hospital which has links to the University of Adelaide, University of South Australia, and Flinders University. LMH provides a full range of high-quality medical, surgical, diagnostic, emergency, and support services.
- > Modbury Hospital is a 174-bed, acute care teaching hospital that provides inpatient, outpatient, emergency services, Aged Care, Rehabilitation and Palliative Care. GP Plus Health Care Centres and Super Clinics
- > Aboriginal Health Services
- > Mental Health Services (including two statewide services – Forensics and Older Persons)
- > Sub-acute Services

The total operating budget for 23/24 for NALHN is \$1.02 bn with a workforce of 4,710 FTE / 6,325 head count.



## NALHN Governing Board

The Governing Board members bring to NALHN a wealth of knowledge and experience across many areas.

NALHN is confident that with the support of our highly qualified Governing Board, NALHN will be well placed to achieve better health service decisions tailored to local needs and deliver a safe, high quality and financially sustainable LHN into the future.

## 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.

As a public sector employee, you have a responsibility to maintain ethical behaviour and professional integrity standards. It is expected that you act in accordance with the Code of Ethics and contribute to a culture of integrity within SA Health.

## Approvals

### Role Description Approval

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

**Name:**

**Role Title:**

**Signature:**

**Date:**

## 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:**

## Version control and change history

Version	Date from	Date to	Amendment
V1	10/02/17	09/04/17	Original version.
V2	10/04/17	04/07/17	Safety & Quality statement in General Requirements.
V3	04/07/17	14/05/20	Minor formatting with order of information amended.
V4	15/05/20	19/10/2020	Organisation Context Updated
V5	20/10/2020	08/04/2021	Organisation Context Updated
V6	09/04/2021		Financial Delegation Updated Management Position Clause Updated Code of Ethics Clause Updated
V7	05.02.2024		Updated Special Conditions Updated General Requirements Under Organisation Context NALHN 23/24 budget, FTE & Head count.