

Position	Palliative Care Consultant
Classification	MD2
Division	Rehabilitation, Aged and Palliative Care
Department / Section / Unit / Ward	Palliative Care
Role reports to	Operationally: > Medical Lead, Palliative Care Professionally: > Medical Lead, Palliative Care
CHRIS 21 Position Number	Role Created / Review Date 01/06/2019
Criminal History Clearance Requirements <input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child - Prescribed (Working with Children Check) <input checked="" type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)	Immunisation Risk Category Category A (direct contact with blood or body substances)

JOB SPECIFICATION

Primary Objective(s) of role:

- > The Consultant is an expert Palliative medicine clinician who will provide a comprehensive range of services to patients and their family members who requires palliative care in the southern region of Adelaide.
- > The Consultant role models expected service behaviours by providing clinical services of the highest possible standard, applying relevant research to practice and participating and contributing to undergraduate and post graduate education.
- > The Consultant assists with policy development implementation and evaluation.

Direct Reports: (List positions reporting directly to this position)

Nil

Key Relationships / Interactions:

Internal:

- > Clinical Director- Palliative Care
- > Medical staff within the unit as well as other health professionals and administrative staff within the Palliative Care team.
- > Divisional Director, Division of Rehabilitation, Aged and Palliative Care
- > Division of Medicine, SALHN
- > Division of Surgery, SALHN

External:

- > Community service providers including the metropolitan referral unit, general practitioners and specialists working outside of SA Health.
- > Rural and remote health care providers.

Challenges associated with Role:

Major challenges currently associated with the role include:

- > Working within a changing health care environment.
- > Developing and implementing innovative service changes will be important task of the service over the foreseeable future. The incumbent will be a key team member in this process.

Delegations: (As defined in SALHN instruments of delegations)

(Levels / limits of authority in relation to finance, human resources, Work Health and Safety and administrative requirements as defined by Departmental delegations and policies.)

Financial	N/A
Human Resources	N/A
Procurement	N/A

Resilience

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

Performance Development

It is your responsibility to actively participate in the Performance Review & Development Program which will include a six (6) monthly review of your performance against the responsibilities and key result areas associated with your position and a requirement to demonstrate appropriate behaviours which reflect a commitment to South Australian Public Sector and SALHN 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, Procedures and legislative requirements including but not limited to:

- > National Safety and Quality Health Care Service Standards.
- > *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 in the Immunisation for Health Care Workers in South Australia Policy Directive.
- > Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- > *Children's Protection Act 1993* (Cth) – 'Notification of Abuse or Neglect'.
- > *Public Interest Disclosure Act 2018*.
- > Disability Discrimination.
- > Information Privacy Principles.
- > 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

- > It is mandatory that no person, whether or not currently working in SA Health, will be eligible for appointment to a position in SA Health unless they have obtained a satisfactory Background Screening and National Criminal History Clearance.
- > Prescribed Positions under the *Child Safety (Prohibited Persons) Act 2016* and Child Safety (Prohibited Persons) Regulations 2019 must obtain a Working with Children Clearance through the Screening Unit, Department of Human Services.
- > Working with Children Clearance must be renewed every five (5) years.
- > 'Approved Aged Care Provider Positions' as defined under the Accountability Principles 1998 made in pursuant to the *Aged Care Act 2007* (Cth) must be renewed every 3 years.
- > Appointment and ongoing employment is subject to immunisation requirements as per Risk Category identified on page 1.
- > 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 2008* 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 Areas	Major Responsibilities
Direct/indirect patient/client care	<ul style="list-style-type: none"> > Commitment to delivering high quality and safe care consistent with the SALHN Integrated Governance Framework and Consumer Engagement Framework and Plan. > Provide high quality professional care. > Consulting with patients requiring palliative care in the community. > Conducting ward rounds at public hospitals including direct patient care. > Conducting clinics in public hospitals. > Supervising the clinical practice of trainee medical officers and students. > Participating in relevant multidisciplinary meetings. > Responding to requests for assistance from other members of the SAPS team. > May be required to work within other locations of the Southern Adelaide LHN. > Some out of hours work may be required > Participate in the departments after hour's roster. > Other duties as directed by the Medical Lead of the Service > Responding to requests from general practitioners, hospital professionals, and specialists for consultation-based advice and support. > Responding to requests from community nursing services for consultation-based advice and support. > Providing consultative services to staff caring for palliative residents in aged care facilities. >
Safety and Quality management	<ul style="list-style-type: none"> > Participate in the quality improvement and safety programme in the division, including but not exclusively mortality and morbidity audits, clinical audit and general service development. > Implement departmental human resource policies. > Ensure that the principles of Equal Employment Opportunity and Ethical Conduct are a normal part of doing business. > Manage industrial relations issues appropriately as they arise. > Be accountable and responsible for WHS of employees that are supervised, patients, members of the public or employees who are in your area of operation. > In consultation with management and WHS representatives assist with identifying, evaluating and controlling hazards. > Ensure own health and safety at work and take care not adversely affect the health and safety of anyone else at work. > Act to rectify unsafe or inappropriate behaviour of medical staff and reporting same of other categories of staff. > Participate and act in accordance with the Hospital's counter disaster plan policies and procedures. > Commitment to achieving and complying with National Safety & Quality Health Service Standards.
Training and Education	<ul style="list-style-type: none"> > Teaching palliative care topics to undergraduate and postgraduate students of Flinders University. > Participating in and contributing to professional development activities > Contributing to general practitioner education.

	<ul style="list-style-type: none"> > Contributing to client and community education initiatives. > Providing leadership and role modelling to Advanced Trainees in teaching and research activities including the junior medical tutorial program. > Contributing to quality assurance activities conducted within SAPS. > Providing evidence of high standards of clinical management and client service Applying relevant research to practice. > Actively initiate and participate in clinical audit, review and reflective practice. > Ensure that there is a quality feedback loop working effectively in the service. > Assisting in policy development. > Assisting in planning and organising the delivery of clinical services.
Research	<ul style="list-style-type: none"> > Be an active supporter of the research work of the division and where possible be an active researcher. > Assist with research activities as specified by the Head, Department of Rehabilitation and Aged Care by conducting quality assurance and collaborates with other units within the hospital and other rehabilitation units.
Contribution to effective operation of unit	<ul style="list-style-type: none"> > Contribute to the development of an integrated team approach and culture which is highly responsive to the needs of our consumers. > Contribute to the promotion and implementation of the objects and principles of the Health Care Act 2008 and Public Sector Act 2009 (inclusive of the Code of Ethics for the South Australian Public Sector). > Adhere to the provisions of relevant legislation including, but not limited to, the Equal Opportunity Act 1984, Work Health and Safety Act 2012 (SA) (WHS), Awards and Enterprise Agreements. > Demonstrate appropriate behaviours which reflect a commitment to the Department of Health values and strategic directions. > Undertake training as required attaining and maintaining required competency of skills and knowledge applicable to the role.

1. 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 (Palliative Medicine); or another qualification as defined in the SA Medical Officers Award'.

Personal Abilities/Aptitudes/Skills

- > Proven Ability to communicate effectively with a wide range of people including colleagues and other Professional staff.
- > A commitment to providing a quality service to patients and their families.
- > Ability to work as a member of a team and provide leadership to the team.
- > Ability to supervise and direct junior medical staff.
- > Appropriate time management skills/punctuality.
- > Proven skills in problem solving and decision making.
- > Very sound and effective teaching skills
- > Commitment to clinical audit.
- > Ability to act as a role model for medical students and junior medical staff.
- > Ability to lead and participate in continuing medical education activities.
- > A demonstrable commitment to continuing medical education.
- > Proven commitment to the principles and practise of:
 - EEO, Ethical Conduct, Diversity and Worker Health & Safety.
 - Quality management and the provision of person and family centred care.
 - Risk management.

Experience

- > Clinical experience and very high level of competence in the practice of Medicine.
- > Teaching track record
- > Demonstrated experience as an effective clinical team leader.
- > Proven experience in basic computing skills, including email and word processing and electronic Patient Management Systems.
- > Proven experience in delivering high quality and safe care consistent with the National Safety and Quality Health Care Service Standards. (Mandatory for all clinical positions.)

Knowledge

- > Awareness of National Safety and Quality Health Service Standards.
- > Understanding of Delegated Safety Roles and Responsibilities.
- > Understanding of Work Health Safety principles and procedures.
- > Understanding of Quality Management principles and procedures.
- > Awareness of person and family centred care principles and consumer engagement principles and procedures.
- > Understanding of the Charter of Health and Community Services rights.
- > Working knowledge of Microsoft Applications
- > Knowledge of the health care system and hospital working relationships.
- > Sound medical knowledge.

2. DESIRABLE CHARACTERISTICS (to distinguish between applicants who meet all essential requirements)**Personal Abilities/Aptitudes/Skills****Experience**

- > Willingness to participate in skill based development.
- > Willingness to adapt to a changing environment.
- > Ability to identify, implement and evaluate new models of delivering care.
- > Willingness to participate in service development.
- > Experience in Palliative Care Research.
- > Track record in attracting competitive research grants
- > Track record of publication in peer reviewed journals.
- > Proven experience in basic computing skills, including email and word processing.

Knowledge

- > Awareness of the Charter of Health and Community Services rights.

Educational/Vocational Qualifications**Other Details**

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.

SA Health Challenges

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

Our Legal Entities

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health and Wellbeing. The Department for Health and Wellbeing is an administrative unit under the Public Sector Act 2009.

Governing Boards

The State Government is reforming the governance of SA Health, including from 1 July 2019 the establishment of 10 Local Health Networks, each with its own Governing Board.

Statewide	> Women's and Children's Health Network
Metropolitan	> Central Adelaide Local Health Network > Southern Adelaide Local Health Network > Northern Adelaide Local Health Network
Regional	> Barossa Hills Fleurieu Local Health Network > Yorke and Northern Local Health Network > Flinders and Upper North Local Health Network > Riverland Mallee Coorong Local Health Network > Eyre and Far North Local Health Network > South East Local Health Network

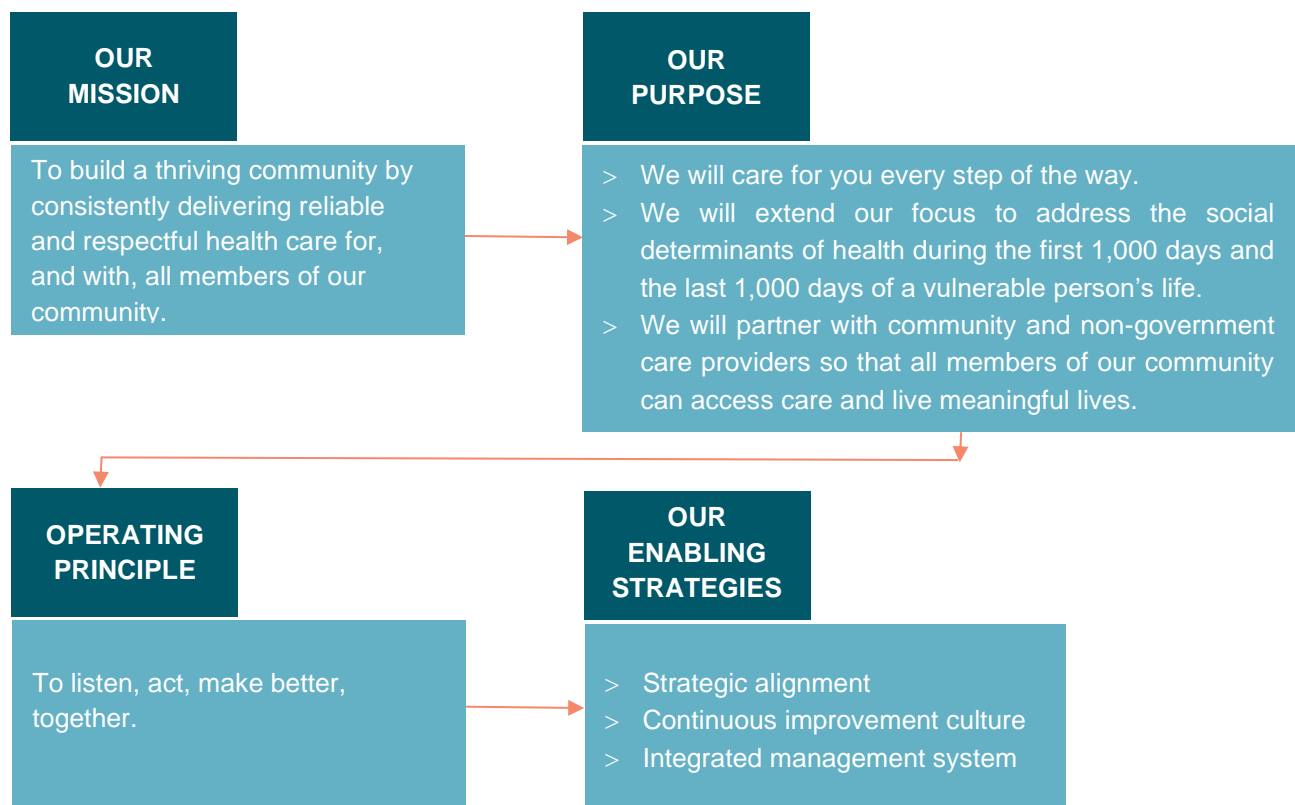
Southern Adelaide Local Health Network (SALHN)

SALHN provides care for more than 350,000 people living in the southern metropolitan area of Adelaide as well as providing a number of statewide services, and services to those in regional areas. More than 7,500 skilled staff provide high quality patient care, education, research and health promoting services.

SALHN provides a range of acute and sub-acute health services for people of all ages.

SALHN includes

- > [Flinders Medical Centre](#)
- > [Noarlunga Hospital](#)
- > [GP Plus Health Care Centres and Super Clinics](#)
- > [Mental Health Services](#)
- > Sub-acute services, including [Repat Health Precinct](#)
- > [Jamie Larcombe Centre](#)
- > [Aboriginal Family Clinics](#)



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; it sets out the **South Australian Public Sector Values** as:

- > **Service** – We proudly serve the community and Government of South Australia.
- > **Professionalism** – We strive for excellence.
- > **Trust** – We have confidence in the ability of others.
- > **Respect** – We value every individual.
- > **Collaboration & engagement** – We create solutions together.
- > **Honesty & integrity** – We act truthfully, consistently, and fairly.
- > **Courage & tenacity** – We never give up.
- > **Sustainability** – We work to get the best results for current and future generations of South Australians.

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

Domestic and Family Violence

The Southern Adelaide Local Health Network (SALHN) recognises the devastating impact domestic or family violence can have on the lives, of those who experience abuse and are committed to supporting employees who experience domestic or family violence by providing a workplace environment that provides flexibility and supports their safety.

Role Acceptance

I have read and understand the responsibilities associated with the Consultant / Senior Consultant in the Division of Rehabilitation, Aged & Palliative Care and organisational context and the values of SA Health as described within this document.

Name

Signature

Date