

SA Health Job Pack

Job Title	Paediatric Anaesthesia Provisional Fellow/Registrar 2022/23	
Eligibility	Open to Everyone	
Job Number	759730	
Applications Closing Date	25/06/2021	
Region / Division	Surgical Services	
Health Service	Women's and Children's Health Network	
Location	Women's and Children's Hospital - North Adelaide	
Classification	MDP2	
Job Status	Temporary – Multiple Positions – (from 7 Feb 2022 – 5 Feb 2023) Full time	
Total Indicative Remuneration	\$97,548 - \$158,330	

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 Human Services Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:		
☐ 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		

Immunisation

Risk Category A (direct contact with blood or body substances)

Career Information, or by referring to the nominated contact person below.

This role carries specific immunisation requirements. To be eligible for appointment in this role you will be required to meet the immunisation requirements associated with Category A (direct contact with blood or body substances). Please click here for further information on these requirements.

Contact Details

Full name	Todd Maddock - Medical Unit Head	
Phone number	08 81617231	
Email address	Todd.Maddock@sa.gov.au	

NOTE: Please refer to the accountability statement at the end of this document.

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

Role Title:	Advanced Trainee Registrar/Fellow in Paediatric Anaesthesia		
Classification Code:	MDP2		
LHN/ HN/ SAAS/ DHA:	Women's and Children's Health Network (WCHN), CALHN		
Hospital/ Service/ Cluster	Women's & Children's Hospital- Acute Services (and on occasion Royal Adelaide Hospital)		
Division:	Surgical Services		
Department/Section / Unit/ Ward:	Paediatric Anaesthesia		
Role reports to:	Medical Unit Head Paediatric Anaesthesia		
Role Created/ Reviewed Date:	3 March 2020		
Criminal History Clearance Requirements:	Working with Children Check (issued by DHS) National Police Check – Vulnerable Unsupervised		
Immunisation Risk Category	Category A (direct contact with blood or body substances)Category B (indirect contact with blood or body substances)		

ROLE CONTEXT

Primary Objective(s) of role:

- The fellow/registrar positions contribute to the provision of safe, effective and efficient anaesthesia and acute pain management for children:
- Within the objectives and philosophies of the Children's Anaesthetic Department, the Division of Anaesthesia and Theatre Services & WCHN (Women's and Children's Hospital).
- Equally to public and private patients
- The incumbent will work as part of the Children's Anaesthesia Department, contributing to the delivery of optimal and safe paediatric anaesthesia care under consultant supervision at the WCH (and occasionally may provide a paediatric anaesthesia service for WCH patients at Royal Adelaide Hospital (RAH) as required).
- On occasions, may provide anaesthesia assistance for out of hours obstetric or gynaecologic emergencies, when able to.
- The positions include a commitment to clinical teaching, research & management duties of an anaesthetic department through active participation.

Direct Reports:	
> Nil	

Key Relationships/ Interactions:

<u>Internal</u>

- > Reports to Head of Children's Anaesthesia
- > Works collaboratively with other members of the department of Children's Anaesthesia.
- > Is an active & supportive member of the theatre team, including surgeons, physicians, theatre, anaesthesia and recovery nurses.
- > Liaises with other Patient Care Units such as Women's Anaesthesia, Paediatric Surgery, Paediatric Medicine as well as centralised divisions such as Medical imaging and Labs.
- > Collaboration may include liaison with other South Australian Hospitals providing Paediatric Anaesthetic

External

> Patients and Patient carer's

Challenges associated with Role:

Major challenges currently associated with the role include:

- > This position includes rotational shift work, including after hours and weekends where direct supervision may not be available at all times.
- > Time management skills will be required to deal with competing demands such as attendance at training/educational sessions that conflict with busy periods on duty.
- > The ability to communicate with patients from diverse cultural backgrounds, (and their carers) who may be stressed and anxious in an unfamiliar environment will be needed.

Delegations:

> Nil – As per WCHN Delegations

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, 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

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 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 (see page 1). There may be ongoing immunisation requirements that must be met.
- > As a state-wide service, WCHN employees may be required to undertake work at various locations in metropolitan Adelaide, and provide outreach to other parts of South Australia (the latter in consultation with the incumbent of the role).
- 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.
- This Role Description provides an indication of the type of duties you will be engaged to perform. You may be lawfully directed to perform any duties that a person with your skills and abilities would reasonably be expected to perform.
- > Participating in an after-hours on-call roster
- > The Women's and Children's Health Network requires that all medical staff fulfil their obligations in respect of meeting standards of professional practice including as required by:
 - Relevant State and Federal Legislation;
 - Medical Board of South Australia;
 - Credentialing and Scope of Clinical Practice for Medical and Dental staff;
 - o The relevant professional specialist college guidelines; and
 - Medical Board of South Australia Code of Professional Conduct Good Medical Practice
 - o as varied from time to time
- > Anaesthetic staff are required to work in accordance within the guidelines of the Australian and New Zealand College of Anaesthetists..

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.

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Provide a professional clinical service to the inpatients and outpatients of the Women's and Children's Hospital and affiliated agencies.	> Provision of safe, effective and efficient anaesthesia in accordance with the relevant standards set by the Australian and New Zealand College of Anaesthetists
Participate in an emergency after hours on call roster.	> Provision of safe, effective and efficient anaesthesia through an on-call roster covering both first and second on-call.
Provide appropriate pre- operative and post- operative assessment of patients including pre- anaesthetic clinics.	 Provide a smooth flow of anaesthetic care from admission to arrival in procedural area with clear documentation. Provide a smooth transition from anaesthesia through the Post Anaesthetic Care Unit to the ward.
Ensuring the maintenance of adequate clinical records	> Provision of documentation covering anaesthesia and significant patient management decisions
Actively support the Acute Pain Management Service	Delivery of world class standard of acute pain management through anaesthetic practice, Acute Pain Rounds, consultation and staff education.
Patient Focus	 Engendering a patient focus in anaesthetic care by Ensuring patients and their families are able to exercise their rights and responsibilities. Ensuring that patients/families are given adequate information upon which to base treatment decision and follow-up. Being responsive to patient and relative complaints. Demonstrating knowledge and commitment to patient rights and responsibilities with regard to health care provision.
Support & promote training and teaching for other staff inside and outside WCHN	 Participate in relevant teaching programs. Provide in-theatre supervision and training of rotational & post fellowship anaesthetic trainees. Provide support for educations programs in other areas of the hospital for groups such as anaesthesia and intensive care nurses. Topics covered would include resuscitation, basic anaesthesia practice etc. Participate in and provide support for formal education programs such as Advanced Paediatric Life Support. Participate in relevant professional education bodies and meetings such as ANZCA, ASA and SPANZA.
Support and promote research in Paediatric Anaesthesia	 Develop and implement research projects within the department or provide support for other department members actively involved in research Including grant applications, writing/review of papers. Support the teaching of research methods to anaesthetic trainees Support the development and implementation of Formal Projects" within the department. Support for other department members presenting research at conferences Take part in multicentre research trials Support other research projects that may involve anaesthetized patients such as the collection of blood. Ensure all research is conducted within ethical guidelines

Maintain and demonstrate Participation in a recognised program of continuing medical education commitment to Continuing such as the Australian and New Zealand College of Anaesthetists' Medical Education. Maintenance of Standards program. Support for management Be prepared to take on management responsibilities in areas of clinical portfolios. anaesthetic interest in the role of Clinical Leader in clinical subspecialties such as team and clinical team Acute Pain, neurosurgical anaesthesia, cardiac anaesthesia etc. Be prepared to take on specific administrative responsibilities such as Equipment manager, Module supervisor, QA manager etc Accept principles of mutual responsibility and respect. Support other members of the department in equitable access to limited resources in areas such as annual leave or attendance at meetings Support other medical practitioners, nursing, administrative staff in areas of service delivery. Appreciate the needs and goals of other staff in providing optimum care for patients and their families

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications:

> Bachelor of Medicine; Bachelor of Surgery (BMBS) or equivalent, registrable with the Medical Board of Australia as a Medical Practitioner with General Registration.

Personal Abilities/Aptitudes/Skills:

- > Physically able to meet position expectations and requirements.
- > Clinical excellence in the specialty of Paediatric Anaesthesia.
- > Excellence in research from the design of ethical studies through to publication.
- Skill in problem solving and decision making at an organisational and individual level.
- > Understanding both the rights and responsibilities of patients and their families.
- > Physically able to meet position expectations and requirements.
- > Demonstrated commitment to providing a quality service to the patient.
- > Ability to work effectively in a multi-disciplinary setting.
- Communicate, both verbally and in writing, to a wide range of people on a range of sensitive and complex issues.
- > Work effectively within a team environment.
- > Work independently and under limited direction to meet deadlines and achieve agreed outputs

Experience:

- > Extensive clinical experience in Paediatric Anaesthesia.
- > Significant experience with undergraduate and postgraduate teaching programs.
- > Significant experience in research programs

Knowledge:

> Extensive knowledge in the field of Paediatric Anaesthesia.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications:

- > Passed the Part II (final) Fellowship examination of the Australian and New Zealand College of Anaesthetists (ANZCA) (or equivalent) prior to taking up the appointment.
- > Additional qualifications in areas related to Paediatric Anaesthesia

Personal Abilities/Aptitudes/Skills:

- > Understanding both the rights and responsibilities of patients and their families.
- > Demonstrated commitment to providing a quality service to the patient.
- > Ability to work independently and under limited direction to meet deadlines and achieve agreed outputs.
- Communicate, both verbally and in writing, to a wide range of people on a range of sensitive and complex issues

Experience:

- > Further training so as to fulfil the specific sub specialty needs of the department.
- > Participation in a recognised programme aimed at maintaining clinical skills.
- > Participation in Education and Research Programs.

Knowledge:

- > Knowledge of health care in the public and private sectors
- Knowledge of the principles and practice of OHSW, Equal Opportunity, the Public Sector Act 2009 Code of Ethics and diversity appropriate to the requirements of the position

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 Wellbeing.

The legal entities include but are not limited to Department for Health and Wellbeing, 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:

The Women's and Children's Health Network (WCHN) was established to promote, maintain and restore the health of women, children and young people in South Australia. The Service plans, develops and coordinates health services as part of an integrated health system.

The Women's and Children's Health Network efficiently conducts and manages, within its identified resources, health services for children, young people and women, including:

- Specialist hospital services
- · Primary health care and population health programs
- Integrated community care services
- Services to address the health and wellbeing of particular populations, including Aboriginal Health Programs
- Education and training programs
- Research.

The Division of Surgical Services coordinates and manages support to the surgical departments and units of the WCH. The hospital is the main referral centre for complex paediatric surgical conditions for South Australia, the Northern Territory and some regional centres in Western Victoria and Western New South Wales and supports a clinical and basic science research and teaching program.

Specialised Surgery Departments within Surgical Services at the WCH are:

- Burns service
- Craniofacial
- Dental
- Ear nose and throat (including Audiology)
- General paediatric surgery (including: Urology, Thoracic, Stomal therapy)
- Neurosurgery
- Neonatal surgery
- Ophthalmology
- Orthopaedics (including Complex spinal cases)
- Plastics
- Theatres (Rogerson and Queen Victoria Operating Suites)
- Wards (Newland and Kate Hill)
- Paediatric Surgical Ambulatory Service

The Registrar will have a workload that is focused on Paediatric Anaesthesia cases.

. 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.

Domestic and Family Violence

The WCHN recognises violence against women as a human rights issue that must be addressed in the workplace, and is committed to a zero tolerance policy towards violence against women in the workplace. Accordingly employees must appropriately report and respond to any such acts in the workplace, and make available appropriate support to employees who may be experiencing violence in the community.

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

l acknowledge that the role I currently	/ occupy has the de	legated authority	v to authorise this document.

Name:	Role Title:
Signature:	Date:
Role Acceptance	
Incumbent Acceptance	
have read and understand the responsibilities at the values of SA Health as described within this d	associated with role, the role and organisational context and locument.
Name:	Signature:
Date:	

Women's & Children's Health Network

Accountability – what does it mean for me?

Within WCHN everyone is accountable for their contribution to the safety and quality of care delivered to consumers.

Consumers

Consumers and their families participate as partners to the extent that they choose. These partnerships can be in their own care, and in organisational design and governance.

Staff including Contractors, Locums, Agency, Students and Volunteers

All staff (as described above) have a role in the delivery of safe, high quality care to consumers, and are expected to perform their roles with diligence; and with a person-centred approach to the best of their ability. It is the responsibility of all staff to raise concerns when it is recognised that something is not right. Safety and quality is the responsibility of all staff, at all levels and across all locations.

Clinicians

All clinicians are accountable for the provision of competent, consistent, timely, safe, reliable, contemporary and person centred care within a defined scope of practice.

Clinicians work in teams with professionals from a variety of disciplines based on mutual respect and clear communication, with an understanding of responsibilities, capabilities, constraints and each other's scope of practice.

All clinicians are responsible for providing care that is person centred, evidence based and which focuses on safety through minimising risk while achieving optimal outcomes for consumers. This is helped by participating in clinical governance, in WCHN health and safety forums, fostering a learning environment and supporting other clinicians to provide high quality services which are safe.

Clinicians are expected to speak up when there are concerns about safety so that these can be rectified and learnt from. Clinicians are accountable for their own individual professional practice, including maintaining currency of credentialing, registration and professional practice.

Managers

Managers are accountable for implementing systems and practices that support high quality clinical practice. Managers oversee, guide and direct staff by providing leadership and advice ensuring appropriate clinical governance, continuous quality improvement, and leading safety programs. Managers develop, implement and monitor performance indicators for the identification, management and reporting of risk. Managers implement the Clinical Governance Framework; Consumer Engagement Framework and the requirements of the National Safety & Quality Standards within their areas of responsibility. Managers are expected to demonstrate diligence and honesty in the management of public resources.

Managers organise, direct and manage the performance of staff to meet operational requirements; implement and promote evidence based standards and policies that are compliant with relevant, professional, industrial and legislative requirements. Managers engage with and listen to staff, and create an environment where staff feel able to speak up in relation to concerns about safety. Managers address concerns raised and provide regular, ongoing feedback in the interests of improving care and safety.

Executive/Divisional Directors

Executive/Divisional Directors are accountable for embedding the Clinical Governance Framework; Consumer Engagement Framework and the requirements of the National Safety & Quality Standards into their areas of responsibility and providing assurance to the Executive and Board that these systems are in place and work effectively, all risks are known and mitigated and that staff understand their safety and quality responsibilities.

It is expected that those holding senior leadership positions will model the highest standards of ethical and professional behaviour.

WCHN Committees

WCHN Committees support Executive Directors to implement and evaluate organisational systems, support divisions to work together to identify and mitigate risk and continuously improve practice. They support the organisation to work as a single entity.

Chief Executive Officer

The Chief Executive has overall accountability for safety, care delivery, system governance and monitoring.

Board

The Board is accountable for governance; monitoring, compliance and ensuring the executive are discharging their responsibilities in managing the organisation.



Women's and Children's Health Network

Strategy 2026

Four Strategic Priorities



Improved health and wellbeing of families and communities



Meaningful gains in Aboriginal health and wellbeing



Provide leading healthcare for women, babies, children and young people



Create one health network

Key Enablers

Effective communication

Consumer and community engagement

Culture and leadership Engaged and capable workforce

Enabling technology

Research

Productive partnerships Contemporary infrastructure

Financial sustainability Continuous improvement and innovation Mission

To improve the health and wellbeing of families and communities by providing integrated care and support

Vision

To be a leading and respected health network for women, babies, children, young people and their families

Values

Compassion, Respect, Equity, Accountability, Together for Excellence

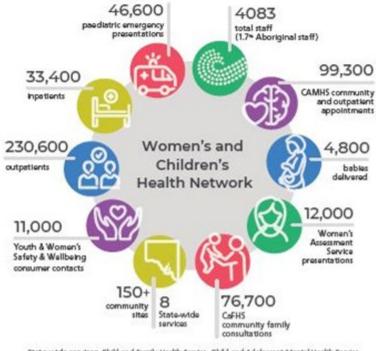
Our Story starts with our consumers and communities who are at the centre of everything that we do.

Our focus for the years ahead is to:

- · Provide outstanding care and service
- · Enhance our culture and leadership
- Design and deliver a new Women's and Children's Hospital
- Strengthen partnerships, expand innovation
- Through research, education and learning, inspire others, share specialist knowledge and deliver excellence in everything that we do
- · Deliver an integrated WCHN

Our Way is underpinned by our agreed ways of working together that enable us as an organisation to:

- · Share a common purpose and direction
- Use innovative and new ways to deliver our service
- Educate and support people to excel in the care that they give
- Grow and develop our current and future leaders
- Ensure that we have consistent behaviours and ways of working
- Implement processes and systems that are efficient and effective



State-wide services: Child and Family Health Service, Child and Adolescent Mental Health Service, Yarrow Place Rape and Sexual Assault Service, Disability Services, Child Protection Service, Metropolitan Youth Health, Women's Health Service, Women's Safety Strategy



