



ROLE DESCRIPTION

Role Title:	Consultant – Gordon McKay Child Development Unit
Classification Code:	MD2
LHN/ HN/ SAAS/ DHA:	Northern Adelaide Local Health Network
Hospital/ Service/ Cluster:	Lyell McEwin & Modbury Hospitals
Division:	Women and Children's
Department/ Section/ Unit/ Ward:	Paediatrics
Role reports to:	Head of Unit and Divisional Director (Medical)
Role Created/ Reviewed Date:	September 2024
Criminal and Relevant History Screening:	<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)
Immunisation Risk Category Requirements:	<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:

- > Responsible for the medical assessment, diagnosis and potential early management of children referred to the Gordon McKay Child Development Unit (GMCDU).
- > Assessments will be undertaken as part of a multidisciplinary team (MDT), but some medical assessments will also be undertaken by single clinician as appropriate.
- > Working with the MDT to ensure triaging of new referrals is undertaken as per the clinical guidelines, in a timely manner.
- > Documentation will be completed as required at the time of assessment and final reports will be completed (as part of the MDT report) within the stated KPI.
- > Providing supervision of registrars, junior medical officers and medical students if rotated to GMCDU.
- > Providing support to colleagues within the team.
- > Involvement in ongoing service development and quality improvement processes.
- > Ensuring ongoing professional development and CPD requirements are met.
- > The consultant may also be required to work across General Paediatrics and/or the SCN.
- > Responsible in collaboration with the on call paediatric team for any patients admitted under their care.
- > Participation in a 24hrs on call roster as required by the department.

Key Relationships/ Interactions:

Internal

- > Works closely with team members including staff from Allied Health, Administration and Medicine.
- > Collaborates with staff to provide high quality, comprehensive patient centred care.
- > Maintains cooperative and productive working relationships with all members of the health care team.
- > Liaises with other divisions and services of the Northern Adelaide Local Health Network in the pursuit of comprehensive patient care.

External

- > Liaises with other health providers in the community and hospital sector and with the broader community in the pursuit of comprehensive patient care.
- > Engages with non-government organisations and other government organisations and agencies

Challenges associated with Role:

Major challenges currently associated with the role include:

- > The service is currently undergoing redesign and expansion. While this is an amazing opportunity to be part of this process, it may also bring challenges of change.
- > Maintaining clinical skills and scope of practice.
- > Accepting responsibility for the maintenance of own knowledge and professional competence and contemporary practices.

Delegations:

- > Nil

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Providing high quality, comprehensive assessments of behaviour and development	<ul style="list-style-type: none">> Timely, high-quality comprehensive assessments.> Working within a dynamic and potentially changing team of varying disciplines to undertake assessments and formulate recommendations and reports.> Provide medical leadership, support, and advice to the greater team, through sound communication processes and role modelling.> Maintain high standards of patient care through the creation of an environment conducive to learning, establishing a team approach, setting, and meeting standards for medical practice and standards of staff interaction with others
Direct/indirect patient/client care	<ul style="list-style-type: none">> Integrate contemporary information and evidence with personal experience in a MDT approach to support the decision making, innovative thinking and objective analysis that is expected. Expert clinical knowledge underpins and informs comprehensive care.> Provide direct, expert medical care, select, and implement different therapeutic interventions, provide individual case management to a defined population of patients and evaluate progress.> Contribute expert medical assessment and advice to local clinical teams to achieve integrated medical care within a risk management framework.> Provide the highest standard of clinical care assuring that you always work within your limitations and scope of practice.

	<ul style="list-style-type: none"> > >
Support of health service systems	<ul style="list-style-type: none"> > Use available information systems working with MDT to inform decision making, to implement and co-ordinate processes for quality improvement, to monitor and analyse incidents and accidents, to ensure quality and safety are not compromised, to evaluate outcomes and convey information to staff. > Contribute to the development of, implementation of and monitoring of corporate policies and processes and lead in their area of expertise. > Management of resources with due diligence. > Implement and co-ordinate within span of control, processes for quality improvement. > Identifying hazards, assessing risks and implementing, monitoring and maintaining hazard control measures. > Maintain productive working relationships and manage conflict resolution. > Contribute to education of all staff through clinical protocol and standards development. > Contribute to the promotion of the service by establishing external networks and participating in medical educational activities. >
Education	<ul style="list-style-type: none"> > Hold the appropriate qualifications for the position. > Maintain medical registration and CPD. > Continue to develop new and build on existing clinical skills. > Ensure mechanisms are in place to support ongoing education where work and learning are integrated. > Apply and share expert clinical knowledge to improve patient/client care outcomes. > Supporting and encouraging staff to identify and implement best practice/evidence-based patient care. > Increasing and maintaining staff knowledge and skills relating to the clinical care of designated patient groups through the provision of in hospital education.
Research	<ul style="list-style-type: none"> > Contribute specific expertise to monitor and evaluate research activities to improve clinical service delivery. > Establishing, implementing, and evaluating systems, which ensure best practice/evidence and patient/client outcomes. > Apply evidenced based recommendations to improve practice and service function. > Contribute to clinical practice research. >
Professional leadership	<ul style="list-style-type: none"> > Provide leadership and direction, acts a role model, mentor, team member, consultant and resource person. > Contribute to the redesign of care and treatment practices.
Information Technology	<ul style="list-style-type: none"> > Keep up to date with IT developments. > Work within the relevant SA health IT guidelines. > Keep up to date and respond weekly to email communication form the hospital.

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

- > 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.

Educational/Vocational Qualifications:

- > Training in developmental and autism assessments.

Personal Abilities/Aptitudes/Skills:

- > High level of interpersonal skills, written and verbal communication skills and the ability to work effectively within a multidisciplinary team environment, establish and maintain professional internal and external networks and relate effectively to children, young people, their families, and service providers.
- > Ability to provide advice and support other professionals within the Department and lead when required.
- > Skills in problem solving and decision making at both the clinical and the individual level.
- > Ability to react positively to change.
- > Commitment to team approach with other practitioners
- > Commitment to patient and family participation in patient care.
- > Commitment to participate in the strategic direction of the hospital.
- >

Experience:

- > Maintain a knowledge and experience in basic computing skills, including email and word processing.
- > Experience in teaching and training.
- > Demonstrated experience which provides the ability to work within the Specialty of General Paediatrics.

Knowledge:

- > Knowledge of contemporary medical practice appropriate to the level of the position.
- > Knowledge of investigations and treatments appropriate to the level of the position.
- > Knowledge in general, behavioural, and developmental Paediatrics.
- > Knowledge and understanding of relevant legislation, industrial agreements, standards, codes, ethics, and competency standards.
- > Knowledge of Australian National Safety and Quality and Safety Health Service Standards.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications:

- > Dual fellowship in General Paediatrics/Community Child Health is desirable but not essential.

Personal Abilities/Aptitudes/Skills

- > Formal training in developmental and ASD assessments.

Experience:

- > Experience with quality improvement methodologies for clinical activities.
- > Experience in evaluating the results of research and integrating, where relevant, the results into medical practice.
- > Experience in clinical management and leadership roles.
- > Experience working as a part of a small high performing team.
- > Experience in organisational strategic planning.

Knowledge:

- > Understanding of trauma informed care.
- > Knowledge of the South Australian 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 state wide 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.

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.

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

Approvals

Role Description Approval

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

Name:

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	20/12/2023	Financial Delegation Updated Management Position Clause Updated Code of Ethics Clause Updated
V7	21/12/2023		Special Conditions Updated General Requirements Updated Organisational Context Updated