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SA Health Job Pack

Job Title	Rural Generalist - GP Obstetrician
Eligibility	Open to Everyone
Job Number	816973
Applications Closing Date	9/6/2023
Region / Division	Barossa Hills Fleurieu Local Health Network
Health Service	Gawler Health Service - Medical Services
Location	Gawler
Classification	MD2
Job Status	Multiple Permanent Full-Time & Part-Time positions available (up to 5 posts, part-time, flexible roster, annualised hours, can be combined with inpatient medicine and Emergency medicine)
Total Indicative Remuneration	\$490,936 - \$639,544 p.a. (pro-rata)

Contact Details

Full name	Shelley Herbert
Phone number	0435220874
Email address	shelley.herbert@sa.gov.au

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

- ☒ Working with Children Check (WWCC) - **DHS**
- ☐ National Disability Insurance Scheme (NDIS) Worker Check- **DHS**
- ☒ Unsupervised contact with Vulnerable groups- **NPC**
- ☐ Unsupervised contact with Aged Care Sector- **DHS**
- ☐ No contact with Vulnerable Groups - General Employment Probity Check - **NPC**

Further information is available on the SA Health careers website at www.sahealth.sa.gov.au/careers - see Career Information, or by referring to the nominated contact person below.

Immunisation

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

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.](#)

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 [Guidelines for Applicants](#) for further information regarding

- Salary Packaging
- Opportunities for movement within SA Health
- Flexible working arrangements
- Criminal History screening and background checks
- Immunisation requirements
- Rights of review
- Information for applicants



ROLE DESCRIPTION

Role Title:	Rural Generalist – GP Obstetrician (up to 5 posts)
Classification Code:	MD2
LHN/ HN/ SAAS/ DHA:	<input checked="" type="checkbox"/> Barossa Hills Fleurieu Local Health Network <input type="checkbox"/> Eyre and Far North Local Health Network <input type="checkbox"/> Flinders and Upper North Local Health Network <input type="checkbox"/> Limestone Coast Local Health Network <input type="checkbox"/> Riverland Mallee Coorong Local Health Network <input type="checkbox"/> Yorke and Northern Local Health Network
Hospital / Service / Cluster / RSS	Gawler Health Service
Division:	Medicine
Department/Section / Unit/ Ward:	Obstetrics
Role reports to:	Head of Unit, Obstetrics and Gynaecology, BHFLHN
Role Created/ Reviewed Date:	June 2022
Criminal History Clearance Requirements:	<input checked="" type="checkbox"/> DHS Working with Children Check (WWCC) <input type="checkbox"/> DHS Disability Services Employment Screening <input checked="" type="checkbox"/> NPC – Unsupervised contact with vulnerable groups
Immunisation Risk Category	<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 Rural Generalist General Practitioner Obstetrician (GPO) is responsible for managing the integrated care of patients admitted to the Gawler Health Service Midwifery Ward.
- >
- > The Medical Practitioner will contribute to the provision of high-standard clinical services providing
- >
 - o All antenatal care in conjunction with midwives;
 - o All deliveries needing medical inputs;
 - o Carry out neonatal baby checks in hospital and community clinic
 - o Consultation for family planning and other minor gynaecological conditions
 - o Assisting in gynaecological surgery with Staff Specialist Obstetricians and Gynaecologists
 - o Contribution to BHFLHN committees and review and Quality and Safety;
 - o Contribution to hospital committees/meetings and portfolios within the network

Key Relationships/ Interactions:

Internal

- > Consultant Obstetricians and Gynaecologists
- > Other GPOs on the team
- > Director Medical Services BHFLHN
- > Director of Nursing and Midwifery Gawler Health Service
- > Nursing, Midwifery and Allied Health Staff
- > Gawler Health Service Administration staff
- > Medical Services Officer BHFLHN

External

- > Consumers
- > Visiting Specialists
- > GPs

Gawler's Health Strategy for Obstetrics:

- > Gawler Health Service provides care to the population in Gawler and the Barossa region as well as the northern suburbs of Adelaide.
- > Gawler maternity unit currently delivers around 500 births a year, a figure expected to increase in line with the local population which is growing at 3.5 per cent annually.
- > The unit currently has two consultant obstetricians and gynaecologists and a GPO. Anaesthetics are currently provided by GP Anaesthetists (GPAs). Neonatal resuscitation is provided by a combination of paediatricians and GPAs.
- > As a Level 3 Unit under the SA Health Standards for Maternal and Neonatal Services, the unit aims to be fully compliant with the complexity of care and workforce models set out in the Clinical Directive (Policy No: CD 086).
- > We are seeking to develop an all-GPO roster for the first on-call for the labour ward. We are seeking to recruit a further 4-5 GPOs to make up an additional 2.0 FTE to complete the 24/7 roster
- > We will provide flexible rostering including annualised hours to enable us to recruit the best staff. This means we can offer differential FTE commitments, starting from 0.2 FTE onwards, and can meet individual needs around weekdays, weekends, term-time working or months on/off.
- > GPOs interested in maintaining a general portfolio can also work in the medical ward or Emergency Department.
- > GPOs as a team will be responsible for maintaining their roster including cover for Leaves
- > Gawler Health Service is currently working closely with Lyell McEwin Hospital Women's and Children's Unit (Level 6 Unit under SA Health Maternal and Neonatal Standards) at North Adelaide Local Health Network (NALHN) to develop a clinical network to enhance patient escalation pathways and care coordination.
- > All GPOs will be offered up to 10 days of Personal Development opportunities to maintain their skill or upskill at LMH

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, Policies and Procedures and legislative requirements including but not limited to:

- > Work Health and Safety (WHS).
- > Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- > Keeping Them Safe Legislation (inclusive of Mandatory Notifier).
- > Disability Discrimination.
- > Code of Fair Information Practice.
- > 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.

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 Statement:

Barossa Hills Fleurieu LHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. Barossa Hills Fleurieu LHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture

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 National Police Certificate (NPC).
- > Prescribed Positions under the Child Safety (Prohibited Persons) Act 2016 must obtain a satisfactory Working With Children Check (WWCC) through the Department of Human Services (DHS) Screening Unit.
- > Approved Aged Care Provider Positions as defined under the Accountability Principles 1998 made in pursuant to the Aged Care Act 2007 (Cth) must obtain a satisfactory National Police Certificate (NPC) through the South Australian Police confirming the clearance is for the purpose of unsupervised contact with vulnerable groups.
- > Prescribed positions under the Disability Services Act 1993 must obtain a satisfactory Disability Services Employment Screening through the Department of Human Services (DHS) Screening Unit
- > NPCs and DHS Disability Services Employment Screenings must be renewed every 3 years thereafter from date of issue.
- > WWCCs must be renewed every 5 years thereafter from date of issue.
- > 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.
- > Appointment is subject to immunisation risk category requirements (see page 1). There may be ongoing immunisation requirements that must be met.

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Contribute to the provision of high standard clinical services by:	<ul style="list-style-type: none"> > Providing day to day management of patients in consultation with other medical staff as necessary. > Providing all antenatal care in conjunction with Midwives. > Providing all deliverers needing Medical input. > Sharing care of women delivering on the mainland due to obstetric risk issues. > Surgical assisting from Gynaecological procedures > Management of inpatients. > Adhering to policies, protocols and procedures as determined by the BHFLHN and the RSS that will ensure the provision of a high standard medical practice. > Participating in the initial admission process including comprehensive history taking and examination, ordering and follow-up of investigations, formulation of a problem list and management plan and initiation of a therapeutic plan. > Communication with medical and nursing staff, patients and their families, and other health professionals regarding patient care and concerns, while adhering to patient confidentiality guidelines. > Performing basic clinical procedures as authorised. > Communicating with the patient's General Practitioner regarding processes, outcome and discharge. > Providing leadership to the clinical team. > Facilitating the implementation of effective clinical review mechanisms and quality improvements processes. > Contributing to the achievement of organisational accreditation. > Promoting patient-focused service delivery and respect for patient rights, seeking feedback in evaluating services and responding to patient complaints. > Assist identifying and addressing risk to service delivery. > Support in investigating clinical incidents and participating in Root Cause Analysis processes as appropriate. > Ensuring appropriate availability and control of the use of drugs by medical staff. > Ensuring that documentation of clinical care in patients' medical records meets satisfactory standards. > Promoting SA Health's and the hospital's safety and quality objectives, including (but not limited to): <ul style="list-style-type: none"> o Safe prescribing and medication use. o Continuity of care, including clinical handover. o Recognition and management of deteriorating patients. o Prevention and control of infection, including hand hygiene. o Open disclosure of adverse events. o Introduction of new medical technologies. > Reporting sentinel events, potential medical negligence claims and adverse patient incidents.
Contribute to teaching/training by:	<ul style="list-style-type: none"> > Assigning and supervising the clinical practice of medical students and GP Registrars. > Assisting appraisals of medical students assigned to the Unit. > Contributing to the training of other health professionals. > Upskilling and Professional Development of other clinical staff.

	<ul style="list-style-type: none"> > Develop robust Clinical Governance and Protocol to support the provision of enhances assessment and treatment upskilling of other staff members. > Act as a mentor for Nurse Practitioner candidates within GHS and BHFLHN and other regional LHNs.
Contribute to advances in knowledge by:	<ul style="list-style-type: none"> > Research studies undertaken/participate in as required or deemed clinically relevant or directed. > Production of educational material and participation in training days. > Contribute to BHFLHN strategic planning, clinical governance activities and quality improvement processes.
Contribute to continuous evaluation and improvement of clinical services by:	<ul style="list-style-type: none"> > Initiating and supporting clinical improvement activities. This will involve evaluation of clinical processes and service outcomes, identifying possible areas for improvement and implementing the required changes. > Undertaking Clinical Audits. > Review of Policies and Procedures. > Contributing to clinical review programs to monitor standards of practice and ensure the delivery of quality outcomes. > Participating in the complaint management process within the Department. > Participating in regular information feedback with the relevant Director(s) > Participating actively and regularly in unit based and hospital wide training and educational sessions, both scheduled and opportunistic. > Participating in annual formal assessment process in a timely manner. > Participating in any remedial training activity as directed from formal and informal assessment processes. > Participating in an orientation to clinical and administrative responsibilities specific to the hospital at the commencement of employment.
Contribute to the efficient management of the financial and material resources of the service by:	<ul style="list-style-type: none"> > Ensuring that appropriate practices are in place to ensure the documentation of clinical information so that timely coding of require data occurs. > Actively promoting efficient care processes, including admission, discharge, use of investigations and use of facilities, equipment and supplies. > Take all reasonable steps to assist the hospital to meet the target for Obstetric Access. > Assisting with and supporting efficient staffing practices, including those of trainee medical officers. > Ensuring that clinical documentation supports the timely, accurate coding of data for case mix and activity-based funding purposes.
Contribute to a patient focused approach in the provision of clinical services by:	<ul style="list-style-type: none"> > Adhering to and supporting practices that ensure patients' rights are respected. > Investigating and addressing patient complaints in a positive, constructive manner. > Participating in the implementation of system changes identified because of patient suggestions or complaints. > Maximising the participation of consumers in planning and evaluating services.
Professional Development	<ul style="list-style-type: none"> > Maintain own professional knowledge and skills through the participation in personal and professional development activities. > Participate in regular performance reviews and evaluation of own practice. > Time in alternate Local Health Networks to maintain skills will be encouraged and supported by the EDMS BHFLHN.

<p>Ensure a safe working environment at all times by:</p>	<ul style="list-style-type: none"> > Maintaining effective work practices. > Making proper use of all safeguards, safety devices and personal protective equipment (as required in undertaking the duties of the position). > Taking reasonable care to protect the health and safety of self and others. > Attending mandatory safety training programs. > Contribute to the well-being of people in South Australia through participation 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. > Contribute to the promotion and implementation of the Public-Sector Act principles and practices and employee conduct standards, Equal Opportunity and Occupational Health Safety and Welfare by adhering to the provisions of relevant legislative requirements.
<p>Contribute to the promotion and implementation of the General Public-Sector Management Aims, personnel management standards and employee conduct standards and in particular Equal Opportunity and Occupational Health Safety and Welfare by adhering to the provisions of relevant legislative requirements such as:</p>	<ul style="list-style-type: none"> > Delegations of Authority > Disability Discrimination Act > Privacy Act 1988 > Freedom of Information Act > SA Information Privacy Principles > Code of Ethics for the South Australian Public Sector > Code of Fair Information Practice > Work Health and Safety Act 2012 > Workers Rehabilitation and Compensation Act > AS/NZA ISO 31000:2009 Risk Management Standard > Equal Opportunity Act > Health Care Act 2008
<p>Collaborative Relationships</p>	<ul style="list-style-type: none"> > Work in collaboration with the KI Medical Clinic to strengthen the interface the interface between hospital care and community-based care. > Applicants are also encouraged to consider arrangements with the KI Medical Clinic for the remained of their work time which would provide a strong foundation for the interfacing of hospital and community-based care.

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

- > Have working rights within Australia.
- > Unconditional General and/or Specialist Registration with the Medical Board of Australia.
- > Sound knowledge of and commitment to clinical quality and patient safety, work health and safety, working within SAHealth Policy and current clinical practice guidelines.

Educational/Vocational Qualifications

- > Fellowship of the Royal Australian College of General Practitioners and/or Fellowship of the Australian College of Rural and Remote Medicine and/or Vocational Recognition as a General Practitioner.
- > Significant GP Obstetric skills and experience with successful completion of training statement from the Royal Australasian and New Zealand College of Obstetricians and Gynaecologists and current CPD in line with JCCOG requirements including attainment of Diploma of the Royal Australian and New Zealand College of Obstetricians and Gynaecologists (Advanced).

Personal Abilities/Aptitudes/Skills:

- > An ability to manage to the spirit and principles of the premier's safety Commitment and the legislative requirements of the Occupational Health Safety and Welfare Act, utilising AS/NZS 4360 Risk Management, or to an equivalent set of standards
- > Ability to work within a multi-disciplinary team environment
- > Committed to quality improvement
- > Demonstrated high level of communication
- > Proven skill in problem solving and decision making at both the clinical and individual level
- > Demonstrated commitment to patient and relative participation in patient care
- > Proven ability to react positively to change
- > Commitment to teaching Medical Students
- > Ability to engage appropriately with Aboriginal consumers and community members to improve health outcomes.
- > Ability to engage and influence others to improve Aboriginal Health services provided to the local community.

Experience

- > Minimum three (3) years post graduate clinical experience. Previous experience in Emergency Medicine, General Practice, Adult Internal Medicine, Paediatrics or Rural Medicine an advantage
- > Good theoretical knowledge
- > Sound examination and diagnostic skills in adult and paediatric medicine
- > Knowledge and awareness of quality improvement activities and clinical risk reduction and patient safety techniques.
- > Experience working with Aboriginal consumers and communities to provide culturally appropriate health services.

Knowledge

- > Knowledge of contemporary clinical management and modern approaches in assessment and management of the broad range of acute and chronic medical conditions. Competence in performing the range of procedures commonly undertaken in a rural emergency department.
- > Demonstrated understanding of the issues affecting Aboriginal people and the impact on health outcomes.
- > Demonstrated understanding of contemporary issues relating to rural health in South Australia. Current knowledge of emergency medicine including skill requirements, procedures, equipment and the clinical implementation of equipment
- > Knowledge of Quality Improvement and Human Resource Management principles and procedures

- > Knowledge of the SA Health Code of Fair Information Practice and the SA Health Patient Safety Framework.
- > Can evidence a working knowledge of health issues and service barriers facing Aboriginal consumers.
- > Can evidence attending training in Aboriginal cultural issues and has the willingness and the ability to develop this knowledge within the team you manage and across the health service generally.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- > Ability to work constructively with colleagues including nursing staff and multidisciplinary team members.

Personal Abilities/Aptitudes/Skills:

- > Patient focussed.
- > Culturally sensitive.

Experience

- > Experience in the health sector across the continuum
- > Understanding of ATSI/vulnerable populations' health issues and effective population health, primary health.

Knowledge

- > A sound clinical knowledge of emergency medicine practices in Australia or a comparable health care system.

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 Ageing and the Minister for Mental Health and Substance Abuse.

The legal entities include but are not limited to Department for Health and Ageing, 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, Limestone Coast Local Health Network, Riverland Mallee Coorong Local Health Network, Yorke and Northern 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:

This role presents a fantastic opportunity to join the strong and supportive team within the Gawler Health Service in Kingscote. Working within a rural hospital setting in the Emergency Department and Midwifery Department, you will gain exposure to a case mix specific to the Kangaroo Island population demographics. You may also participate in education and training for medical and nursing staff along with contributing to Continuous Quality Improvement activities within the practice setting. Gawler Health Service provides acute services ranging from in-hospital care for adults and children by local general practitioners to specialist surgical, obstetrics, and outpatients. Patients may commence their stay at Gawler Health Service but finish their care at one of the neighbouring hospitals with specialist medical or allied health input when required. All hospitals in the region work collaboratively to support the patient care needs of the region.

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.

SA Health acknowledges culture and identity as being integral to Aboriginal health and wellbeing and is committed to improving the health of Aboriginal people.

SA Health vision for Reconciliation is the gap is closed on Aboriginal health disadvantage; and Aboriginal people share the same rights, respect and access to opportunities and benefits as all South Australians.

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: