

Statement of Duties

Position Title: Senior Physiotherapist - Weekend, Short Stay and Clinical Support	Position Number: 523249	Effective Date: August 2017
Group: Hospitals North/North West – North West Regional Hospital (NWRH)		
Section: Physiotherapy Services	Location: North West	
Award: Allied Health Professionals Public Sector Unions Wages Agreement	Position Status: Permanent	
	Position Type: Full Time	
Level: 3	Classification: Allied Health Professional	
Reports To: Manager - Physiotherapy Services		
Check Type: Annulled	Check Frequency: Pre-employment	

Focus of Duties:

Provide and maintain optimal specialist inpatient physiotherapy services and support seamless transfer of care between weekdays and weekends.

Provide an expanded scope of care under a transdisciplinary model to the Short Stay Unit during weekends.

Assist patient flow and timely discharge through the provision of physiotherapy services to patients in their transition in and out of the Short Stay Unit.

Provide relief, where practicable, for other inpatient physiotherapy roles of any level, where staff may be on leave, or where the position is unfilled.

Duties:

1. Operate the transdisciplinary model of care for the Short Stay Unit during weekends and, support the development, implementation and review of relevant Physiotherapy policy by collaborating with other Allied Health disciplines.
2. Assess, plan, implement and evaluate evidence based treatment programs for individual clients or groups following referral from an accepted source.
3. Support timely patient flow by determining the estimated date of discharge (EDD) where appropriate and establish treatment goals and regularly evaluate and record progress,
4. Liaise with other service providers and Allied Health disciplines across the Tasmanian Health Service, in particular the North West Region, to promote and provide quality, client focused and evidence based Physiotherapy Services.
5. Maintain accurate, up to date treatment/digital medical records (DMR) and paper records for all clients, including written management programs, transfer/discharge summaries and activity bar coding (ABC) statistics as required.

6. Supervise, educate and assess undergraduate Physiotherapy students and new graduate staff in clinical competency areas.
7. Initiate, develop and implement quality care programmes/projects for the Physiotherapy Department in consultation with department managers to ensure that quality Physiotherapy care is provided, and
8. Participate in the planning, development and formulation of operational objectives, policy documents and clinical prioritisation processes for the North West Region Physiotherapy Service.
9. Attend and participate in appropriate meetings and continuing education sessions.
10. Ensure ongoing professional development is undertaken in appropriate clinical areas to facilitate the acquisition of new clinical skills or the maintenance of existing skills.
11. Provide guidance, support and direction to other physiotherapists, assistants and management where required and/or relevant.
12. Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including the development and implementation of safety systems, improvement initiatives and related training, ensuring that quality and safety improvement processes are in place and acted upon.
13. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

Scope of Work Performed:

- Responsible to the Manager - Physiotherapy Services.
- Exercise independent professional judgement in the resolution of complex technical or critical professional problems.
- Provide professional leadership and direction: set standards, evaluate performance and interpret policy applicable to the Physiotherapy Service.
- Decision making responsibilities will have a high level of impact on the provision of inpatient physiotherapy services at the North West Regional Hospital.
- Overall responsibility for the health and safety of those under their direction. Maintain any workplace under their control to a standard that complies with the Work Health and Safety (WH&S) Act.
- Provide supervision in an efficient, effective and safe manner.
- Comply at all times with policy and protocol requirements, in particular those relating to mandatory education, training and assessment.

Essential Requirements:

Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee's responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer of any new criminal convictions and/or if a registration/licence is revoked, cancelled or has its conditions altered.

- Registered with the Physiotherapy Board of Australia.
- The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:
 1. Conviction checks in the following areas:
 - a) crimes of violence
 - b) sex related offences
 - c) serious drug offences
 - d) crimes involving dishonesty
 2. Identification check
 3. Disciplinary action in previous employment check.

Desirable Requirements:

- Current Driver's Licence.

Selection Criteria:

1. Significant physiotherapy experience in the hospital inpatients area, with demonstrated Physiotherapy clinical care skills and the ability to implement new model of service to address client's requirements, together with and a post graduate qualification or equivalent experience or commitment to working towards.
2. Demonstrated commitment to continuous learning and quality improvement and willingness to contribute to practice based research.
3. Demonstrated ability to achieve outcomes in the absence of specialised professional guidance including the capacity to supervise and educate other health professionals, undergraduate students and support workers.
4. Demonstrated ability to apply advanced communication, interpersonal and motivational skills with clients, their families, staff and community members to assist clients to achieve their rehabilitation goals.
5. High level organisational skills, with demonstrated ability to plan and carry out a complex workload.
6. Sound knowledge of all WH&S legislation and codes of practice, including the implementation of risk management strategies and basic incident investigation and hazard controls.

Working Environment:

The Department of Health (DoH) and Tasmanian Health Service (THS) are committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality, safe and people-focussed health system. Alongside this, staff are expected to act with integrity, be accountable for their actions, and work collegially with colleagues and others to provide better outcomes for Tasmanians.

State Service Principles and Code of Conduct: The minimum responsibilities required of officers and employees of the State Service are contained in the State Service Act 2000. The State Service Principles at Sections 7 and 8 outline both the way that employment is managed in the State Service and the standards expected of those who work in the State Service. The Code of Conduct at Section 9 reinforces and upholds the Principles by establishing standards of behaviour and conduct that apply to all employees and officers, including Heads of Agencies. Officers and employees who are found to have breached the Code of Conduct may have sanctions imposed.

The State Service Act 2000 and the Employment Directions can be found on the State Service Management Office's website at <http://www.dpac.tas.gov.au/divisions/ssmo>

Fraud Management: The Department has a zero tolerance to fraud. Officers and employees must be aware of, and comply with, their Agency's fraud prevention policy and procedure and it is the responsibility of all officers and employees to report any suspected fraudulent activity to their Director or line manager, the Chief People Officer or to the Manager Internal Audit. The DoH and THS are committed to minimising the occurrence of fraud through the development, implementation and regular review of fraud prevention, detection and response strategies, and are conscious of the need to protect employees who advise management of suspected fraudulent activity from reprisal or harassment, and to comply with its obligations under the Public Interest Disclosure Act 2002. Any matter determined to be of a fraudulent nature will be followed up and appropriate action will be taken. This may include having sanctions imposed under the State Service Act 2000.

Delegations: This position may exercise delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements mandated by Statutory office holders including the Secretary. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position. The DoH and THS have a zero tolerance in relation to fraud and in exercising any delegations attached to this role the occupant is responsible for the detection and prevention of fraud, misappropriation and other irregularities, and for ensuring that all officers and employees are aware of their Agency's fraud policy and reporting procedures.

Blood borne viruses and immunisation: Health Care Workers (as defined by DoH and THS policy) within DoH and THS are expected to comply with their Agency's policies and procedures relating to blood borne viruses and immunisation, including against Hepatitis B. Depending on the level of risk associated with their duties, Health Care Workers may be required to demonstrate current immunity, previous seroconversion to Hepatitis B or immunity following vaccination.

Records and Confidentiality: Officers and employees of the Department are responsible and accountable for making proper records. Confidentiality must be maintained at all times and information must not be accessed or destroyed without proper authority.

Smoke-free: DoH and THS workplaces are smoke-free environments. Smoking is prohibited in all State Government workplaces, including vehicles and vessels.