



ROLE DESCRIPTION

Role Title:	Speech Pathologist (Casual)		
Classification Code:	AHP2	Position Number	M43210
LHN/ HN/ SAAS/ DHA:	Central Adelaide Local Health Network (CALHN)		
Site/Directorate	Royal Adelaide Hospital / Allied Health Directorate		
Division:	Allied Health		
Department/Section / Unit/ Ward:	Speech Pathology		
Role reports to:	Director, Audiology and Speech Pathology, CALHN		
Role Created/ Reviewed Date:	March 2023		
Criminal History Clearance Requirements:	<input type="checkbox"/> Aged (NPC) <input type="checkbox"/> Working With Children's Check (WWCC) (DHS) <input type="checkbox"/> Vulnerable (NPC) <input checked="" type="checkbox"/> General Probity (NPC)		
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:
<p>The Speech Pathologist is an experienced and competent clinician who delivers quality services to patients and provides clinical/professional support to less experienced speech pathologists working within CALHN, across weekdays and weekends. The role is based mainly at the Royal Adelaide Hospital (RAH) but may include delivery of services to patients at The Queen Elizabeth Hospital, Hampstead Rehabilitation Centre, and other CALHN sites/services.</p> <p>The Speech Pathologist is able to work at a high level of independence to provide mainly inpatient communication and swallowing services to an acute adult caseload, resulting in quality care and improved outcomes for patients.</p> <p>The Speech Pathologist is developing more advanced/extended knowledge and skills in the assessment and management of high acuity/complexity caseloads.</p> <p>The Speech Pathologist contributes to efficient, effective multidisciplinary management and care of patients.</p>
Direct Reports:
<ul style="list-style-type: none">The Speech Pathologist may provide clinical support and supervision to less experienced speech pathologists and allied health assistants

Key Relationships/ Interactions:

Internal

- Reporting to the Senior Manager, Speech Pathology, and Director, Audiology and Speech Pathology, the incumbent is one of a team of speech pathologists and speech pathology assistants providing speech pathology services to inpatients primarily at the Royal Adelaide Hospital, and as required, to The Queen Elizabeth Hospital, Hampstead Rehabilitation Centre and Statewide Rehabilitation Services based at the Repat Health Precinct. The incumbent collaborates and consults with colleagues.
- As a member of a multi-disciplinary team, the incumbent will liaise with other Allied Health, Medical and Nursing staff at all levels of patient care and provide advice and education on patient matters.

External

- The incumbent liaises with and collaborates with other rehabilitation, community and residential care services regarding patient care and clinical education.

Challenges associated with Role:

Major challenges currently associated with the role include:

- Ensuring the delivery of high-quality services potentially across multiple sites.
- Weekend work.
- Ensuring collaborative working relationships between speech pathology, clinical units, other internal and external service providers to support service integration.

Delegations:

Delegated Level NA in accordance with CALHN's Delegation of Authority Document

Staff supervised: Direct 0 Indirect 0

Special Conditions:

- Weekend work is a requirement.
- 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 the 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) 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 both CALHN and the broader 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:

CALHN 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, CALHN is committed to increasing the Aboriginal and Torres Strait Islander Workforce. Our Reconciliation Action Plan guides, supports and holds us accountable as we uphold our values and focus on making reconciliation a reality. The plan can be found at centraladelaide.health.sa.gov.au.

Resilience:

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

Integrity Statement:

As a public sector employee, the incumbent will have a responsibility to maintain ethical behaviour and professional integrity standards. It is expected that the incumbent act in accordance with the Code of Ethics and contribute to a culture of integrity within SA Health.

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Provides high quality Speech Pathology care	<ul style="list-style-type: none"> Independently provides accurate assessment, diagnosis and treatment of an increasingly complex adult caseload with swallowing and communication disorders. Interprets assessment findings to form an accurate diagnosis, and the development and implementation of individually designed specific treatment programs. Records information concerning the assessment, diagnosis and treatment of patients in patient medical record by writing concise, complete entries on each occasion of service in line with CALHN and service policy. Provides appropriate clinical handover to multi-disciplinary team members and ongoing services to which patients are referred. Attends ward rounds and clinical meetings, consulting and discussing aspects of patient care with other team members. Advises other professionals and relatives about assessment findings and management programs and directs them in the implementation of management techniques by counselling, discussion, educating and training personnel in specific techniques to be followed. Implements and reports on research, quality assurance and special projects in the area of clinical expertise Actively participates in the development and implementation of upgraded or new programmes, techniques and technology for improved service delivery.
Ensures the continuing development of clinical and professional skills	<ul style="list-style-type: none"> Operates under limited supervision and proactively utilises a broad range of clinical and professional support processes. Actively participates in mandatory training and appropriate training and development to maintain currency of clinical knowledge and conforms to the standards and ethics of Speech Pathology Australia. Actively participates in reflective practice and in the Network's/Hospital's professional development and review process to develop skills and knowledge. Assists in the educational program of the department through the preparation and presentation of lectures to peers, allied health, medical and nursing staff and students. Assists with the implementation of research projects within the department or hospital commensurate with experience and opportunity.
Contributes to the development of high quality Speech Pathology service for the general department caseload	<ul style="list-style-type: none"> Manages and prioritises personal workload and assists in workload allocations. Evaluates and refines assessment and treatment methods. Works collaboratively with other team members to achieve goals. Provides formal and informal clinical support to less experienced speech pathologists and allied health assistants to ensure appropriate prioritisation, triaging and delivery of quality services.

	<ul style="list-style-type: none"> • Implements outcome measures appropriate to the patient population to evaluate efficacy of intervention programs. • Contributes to departmental administration through active participation in department or team meetings and planning and evaluation activities. • Completes data input in an accurate and timely manner and contributes to the review and evaluation of data produced by the statistics system.
Ensures that continuous quality improvement programs and activities are conducted	<ul style="list-style-type: none"> • Assists in the identification, establishment and review of corporate and departmental performance standards and outcomes which are linked to the organisations strategic and corporate directions and targets. • Contributes to procedural reviews and projects that promote and improve the service provided by the service.
Ensures a safe working environment at all times	<ul style="list-style-type: none"> • Maintains effective work practices. • Adopts procedures and practices which comply with the Work Health & Safety Act. • Makes proper use of all safeguards, safety devices and personal protective equipment (as required in undertaking the duties of the position) and infection control procedures. • Takes reasonable care to protect the health and safety of self and others. • Attends mandatory safety training programs.

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications

- Bachelor or Masters of Speech Pathology degree, or the equivalent entry level qualification leading to eligibility for full membership of Speech Pathology Australia.

Personal Abilities/Aptitudes/Skills:

- Demonstrated ability to communicate effectively (both verbally and written), negotiate and manage conflict with clients, family/carers, staff and relevant others.
- Experience in formulating individual management plans and co-ordinating comprehensive service provision and discharge planning for clients who have on-going and complex needs.
- Demonstrated ability to work positively and co-operatively within an intra- and multi-disciplinary team to achieve client goals.
- Proven organisational skills to manage time and other resources effectively and efficiently, prioritise caseload, meet deadlines, problem solve and delegate appropriately.
- Proven ability to work collaboratively with clients, families/carers, staff, other agencies and community services.
- Demonstrated commitment to improve clinical and professional knowledge and skills.
- Ability to provide clinical support to other speech pathologists and speech pathology students.

Experience

- Demonstrated competency in the assessment and management of dysphagia and acquired communication disorders within acute and/or rehabilitation settings.
- Experience prioritising a large, complex and high acuity caseload.
- Experience working with a high degree of independence in an adult health service.
- Experience working as part of a multi-disciplinary health care team.
- Ability to implement quality improvement practices.

Knowledge

- Knowledge of Work Health & Safety policies and procedures and their application in the workplace.
- Knowledge of the Code of Ethics for Public Sector Employees and Speech Pathology Australia Code of Ethics.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- Participation in Speech Pathology Australia Professional Self-Regulation program or equivalent evidence of meeting the professional development requirements of the Certified Practising Speech Pathologist program.

Personal Abilities/Aptitudes/Skills:

- Demonstrated flexibility and the ability to adapt to changing service provision needs of the Department.
- Demonstrated commitment to developing leadership skills especially in regard to implementing quality activities and contributing to service development, audits and research.

Experience

- Previous clinical experience resulting in high level assessment skills such as Modified Barium Swallow and/or FEES interpretation and application to client management.

Organisational Context

Organisational Overview:

At CALHN we are shaping the future of health with world-class care and world-class research. This is fundamental in assisting us to achieve our vision of becoming one of the top five performing health services in Australia and one of the top 50 performing health services in the world within five years.

We are part of SA Health, which is the brand name for the public health system. As a system SA Health's mission 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 Department for Health and Wellbeing is an administrative unit under the Public Sector Act 2009.

The legal entities include but are not limited to the Central Adelaide Local Health Network Inc., Northern Adelaide Local Health Network Inc., Southern Adelaide Local Health Network Inc., Women's and Children's Health Network Inc., Barossa Hills Fleurieu Local Health Network Inc., Eyre and far North Local Health Network Inc., Flinders and Upper North Local Health Network Inc., Limestone Coast Local Health Network Inc., Riverland Mallee Coorong Local Health Network Inc., Yorke and Northern Local Health Network Inc. and SA Ambulance Service Inc.

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 Strategic 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.

Central Adelaide Local Health Network:

Established in July 2011, CALHN is one of five Local Health Networks (LHNs) in South Australia and we are accountable to the Central Adelaide Local Health Network Governing Board. Our board has oversight of our strategy, risk management, governance and performance, and works with our Chief Executive Officer to provide strategic direction for our network.

CALHN is responsible for the following health services:

- Royal Adelaide Hospital (RAH)
- The Queen Elizabeth Hospital (TQEH)
- Hampstead Rehabilitation Centre (HRC)
- Statewide Rehabilitation Services – Repat Health Precinct (RHP)
- St Margaret's Rehabilitation Hospital (SMRH)
- Glenside Health Service (GHS) Psychiatric Intensive Care Unit; Inpatient Rehabilitation Services and Acute beds only
- Adelaide Dental Hospital (ADH).

CALHN also has governance over numerous community mental health and primary health services including Prison Health Service, SA Dental Service and DonateLife SA. Of note also is governance of the Statewide Clinical Support Services (SCSS) including SA Medical Imaging (SAMI), SA Pathology SA Pharmacy and BreastScreenSA, responsibility of which has vacillated between CALHN and DHW over the past few years.

CALHN is one of three metropolitan LHNs and its core population is approximately 390,000 people. CALHN also provides services to patients from other SA networks, rural and remote areas, the Northern Territory, NSW (Broken Hill) and western parts of Victoria. These services usually relate to complex services such as head and neck cancer, radiation therapy, cardiac surgery, spinal surgery or rehabilitation.

CALHN's purpose is to deliver quality and sustainable healthcare. While the delivery of high quality patient care is our number one priority, underpinning our goals is good governance, improved patient experience, business operations, efficiency and financial performance and more accountable and contemporary ways of working.

To find out more about CALHN visit centraladelaide.health.sa.gov.au.

Division/ Department:

CALHN Speech Pathology services provide client-centred assessment and management of swallowing and communication difficulties across acute inpatient/outpatient, inpatient rehabilitation, home and community settings. The goal is to achieve functional outcomes for clients, to optimise safety, independence and quality of life. CALHN speech pathology services are available through Royal Adelaide Hospital (RAH), The Queen Elizabeth Hospital (TQEH), Hampstead Rehabilitation Centre (HRC), Rehabilitation in the Home (RITH), Day Rehabilitation Services (DRS), Statewide Services - SA Brain Injury Rehabilitation Service and SA Spinal Cord Injury Service. Outreach services are provided to Mental Health, Mary Potter Hospice and SA Prison Service.

Values and behaviours

Central Adelaide Local Health Network Values

Our values, together with our vision and ambitions provide direction for everything that happens across our network. They outline who we are, what we stand for, what our consumers and their families can expect from us and what we can expect from each other. They guide our decisions and actions.

Values

Behaviours

People first

- I am there for my patients and colleagues when they need me most.
- I put myself in my patients and colleagues shoes to understand their needs.
- I go out of my way to make sure my patients and colleagues achieve the best outcome and have a great experience.
- I respect uniqueness in my colleagues, our patients and their families.

Ideas driven

- I look and listen to ensure I fully understand the problem and find a solution.
- I look for ways to break-down barriers and silos to hear new perspectives and solve complex problems.
- I invest in my own learning and look for opportunities to explore and introduce new ideas.
- I am interested in critical research and how it informs creative thinking.

Future focussed

- I embrace leading practices and use them to evolve our ways of working.
- I lead and support change to improve patient and organisational outcomes.
- I am constantly on the look-out for opportunities to improve.

Community minded

- I put my hand up to lead work that matters.
- I am accountable and focused on value.
- I value and champion diversity.
- I embrace collaboration and constructive partnerships.

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

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 CALHN as described within this document.

Name:

Signature:

Date: