

DEPARTMENT OF HEALTH

# Statement of Duties

<b>Position Title:</b>	Senior Physiotherapist - Cardiac and Pulmonary Rehabilitation
<b>Position Number:</b>	518642
<b>Classification:</b>	Allied Health Professional Level 3
<b>Award/Agreement:</b>	Allied Health Professionals Public Sector Unions Wages Agreement
<b>Group/Section:</b>	Hospital North – Launceston General Hospital
<b>Position Type:</b>	Permanent, Full Time
<b>Location:</b>	North
<b>Reports to:</b>	Discipline Lead Physiotherapy
<b>Effective Date:</b>	May 2020
<b>Check Type:</b>	Annulled
<b>Check Frequency:</b>	Pre-employment
<b>Essential Requirements:</b>	Registered with the Physiotherapy Board of Australia <i>*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 if a registration/licence is revoked, cancelled or has its conditions altered.</i>

Note: The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.

## Primary Purpose:

Provide and maintain optimal physiotherapy services to clients of Cardiac and Pulmonary Rehabilitation and associated areas.

Coordinate and manage the multi-disciplinary programs of Cardiac and Pulmonary Rehabilitation including promotion, planning, implementation and evaluation.

Provide professional guidance and support to level 1/2 Physiotherapists and Allied Health Assistants.

## Duties:

1. Assess, plan and implement treatment programs for individual clients, including establishing treatment goals and regularly evaluate progress accordingly.
2. Coordinate and conduct comprehensive multi-disciplinary Cardiac and Pulmonary Rehabilitation programs within the Launceston General Hospital (LGH), across the inpatient and outpatient spectrum.
3. Coordinate input from the multi-disciplinary team, and facilitate communication between team members by having a structured communication system.
4. Manage the physical space, equipment business process requirements for the programs.
5. Undertake quality assurance and improvement activities by establishing and maintaining systems to ensure the structure, content and delivery of Cardiac and Pulmonary Rehabilitation is of the highest standard:
  - Apply research findings to contribute to continuous improvement and best practice approach to Cardiac and Pulmonary Rehabilitation.
  - Develop and manage systems for referrals of all eligible persons to each program.
  - Develop and manage statistics related to Cardiac and Pulmonary Rehabilitation programs and participants.
  - Develop key performance indicators and drive performance management within the programs.
  - Ensure the delivery of advanced physiotherapy care is based on best practice principals.
  - Implement, review and report on quality improvement, education and research activities and projects.
  - Develop and implement strategies for research and liaise with higher education facilities as required.
  - Maintain contemporary professional knowledge through appropriate continuing professional development activities and contribute to the provision of education programs for members of the Department and staff of the LGH.
5. Liaise with Medical Specialists, GP's, other primary health care providers, and relevant health professionals and community services to provide consistent delivery of information, including discharge summaries, and care to clients and appropriate stakeholders.
6. Referral of patients to appropriate auxiliary community services during or following the programs.
7. Educate patients, carers, and other members of the health care team. Co-ordinate in-servicing of team members as required.
8. Provide clinical leadership and support for Level 1/2 Physiotherapists, Physiotherapy Students, and work experience students.
9. 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.

## Key Accountabilities and Responsibilities:

The Senior Physiotherapist - Cardiac and Pulmonary Rehabilitation is required to work with minimal supervision and to exercise considerable initiative and professional judgment in complex and novel clinical areas. General direction (management and professional), regular performance reviews and evaluation are provided by the Clinical Lead Physiotherapist, the occupant operates under limited specific physiotherapy guidance and support from the Clinical Lead Physiotherapist - Cardiorespiratory and is responsible for:

- Effective and efficient management of Cardiac and Pulmonary Rehabilitation services to clients within the hospital environment.
- Providing professional leadership and direction: setting standards and evaluating performance and interpreting policy in the unit.
- Participating in service development, professional development programs and research activities.
- Regular attendance at state/national/international clinical conferences relevant to Chronic Disease Rehabilitation.
- Where applicable, exercising delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
- Complying at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.
- Actively participating in and contributing to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives, safeguarding practices for vulnerable people, and related training.

## Pre-employment Conditions:

*It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.*

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.

## Selection Criteria:

1. Extensive general physiotherapy experience.
2. Comprehensive knowledge and demonstrated clinical competencies of the principles of management related to Cardiac and Pulmonary Rehabilitation.
3. Proven ability to work collaboratively as part of a multidisciplinary team, with demonstrated high level communication skills.
4. Demonstrated ability to exercise professional judgment and initiative, and to work with minimal supervision in a complex work environment.
5. Proven commitment to ongoing education, and a continuing contribution to the knowledge in Physiotherapy.
6. Proven commitment to quality care, research and professional development.

## Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000*. The Department supports the [Consumer and Community Engagement Principles](#).