

## DEPARTMENT OF HEALTH

# Statement of Duties

<b>Position Title:</b>	Physiotherapist - Paediatrics
<b>Position Number:</b>	503080
<b>Classification:</b>	Allied Health Professional Level 1-2
<b>Award/Agreement:</b>	Allied Health Professionals Public Sector Unions Wages Agreement
<b>Group/Section:</b>	Hospitals North/North West – Primary Health Services Community Physiotherapy
<b>Position Type:</b>	Permanent, Full Time
<b>Location:</b>	North West
<b>Reports to:</b>	Manager – Physiotherapy Services
<b>Effective Date:</b>	September 2015
<b>Check Type:</b>	Annulled
<b>Check Frequency:</b>	Pre-employment
<b>Essential Requirements:</b>	<p>Registered with the Physiotherapy Board of Australia</p> <p>Current Tasmanian Working with Children Registration</p> <p><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></p>
<b>Desirable Requirements:</b>	Current Driver's Licence
<b>Position Features:</b>	<p>Required to fully participate in the manual handling of clients and equipment</p> <p>Required to wear uniform as designated</p> <p>Required to travel across North West sites</p> <p>Participation in weekend on-call roster as required</p>

NB. 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 a range of paediatric physiotherapy services to paediatric clients of Community Physiotherapy North West.

Ensure the competent and effective delivery of physiotherapy to appropriately referred paediatric clients.

## Duties:

1. Assess, plan and implement treatment programmes for individual clients according to the referring diagnosis.
2. Maintain accurate and timely records of assessments, treatments, discharge and transfer summaries and patient care statistics.
3. Participate in health promotion and education programmes for clients, carers and other members of the health care team.
4. Attend and participate in meetings, ward rounds and clinics relevant to client care.
5. Attend and participate in departmental staff meetings and continuing education programmes.
6. Liaise with other physiotherapists and service providers, both within and outside the region, regarding ongoing client care.
7. Assist Senior Physiotherapists in the implementation of quality assurance programmes and in providing clinical programmes for students.
8. Assist with the maintenance of stores and equipment including implementation of the Agency's equipment loan schemes.
9. Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives and related training.
10. 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:

- Independent professional judgement will be exercised in solving problems and managing cases where principles, procedures, techniques and methods require expansion, adaptation or modification.
- Normal professional work where it is isolated from immediate professional supervision.
- Difficult or novel, complex or critical work carried out under professional supervision.
- Professional supervision of less experienced Physiotherapists and general supervision of Assistants and other personnel.
- Exercise reasonable care in the performance of duties consistent with the relevant Work Health and Safety legislation.
- Provide labour in an efficient effective and safe manner.
- Regular performance reviews will be provided by an appropriate Senior Physiotherapist or Physiotherapy Supervisor/Manager.

- Where applicable, exercise 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.
- Comply at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.

## 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. Demonstrated commitment to professional standards of work and quality patient care.
2. High standard of communications skills and ability to work as a team member.
3. Ability to efficiently plan and organise own caseload.
4. Commitment to continuing professional development in sphere of work.
5. Demonstrated interest in health promotion as part of a total Physiotherapy service.
6. Sound knowledge of workplace safety applicable to the provision of physiotherapy services.

## 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](#).