

i can

...do something
more meaningful



SA Health Job Pack

Job Title	Consultant / Senior Consultant Addiction Medicine
Job Number	661475
Applications Closing Date	31 August 2018
Region / Division	Department for Health and Wellbeing
Health Service	Drug & Alcohol Services SA (DASSA)
Location	Stepney
Classification	MD2
Job Status	Full Time / Ongoing Appointment
Salary	\$204,100-\$268,932

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

- ☒ Child Related Employment Screening - **DCSI**
- ☐ Vulnerable Person-Related Employment Screening - **NPC**
- ☐ Aged Care Sector Employment Screening - **NPC**
- ☒ 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.

Contact Details

Full name	Mike McDonough
Phone number	74255122
Email address	mike.mcdonough@sa.gov.au

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 <http://www.sahealthcareers.com.au/information/> for further information regarding

- The Indicative Total Remuneration which is inclusive of Award salary, superannuation and other monetary benefits.
- Information for Applicants
- Criminal History Assessment requirements



ROLE DESCRIPTION

Role Title:	Consultant/Senior Consultant Addiction Medicine
Classification Code:	MD02
LHN/ HN/ SAAS/ DHA:	DHA
Hospital/ Service/ Cluster	Drug & Alcohol Services SA (DASSA)
Division:	Outpatients
Department/Section / Unit/ Ward:	Central, Northern and Southern Services
Role reports to:	Local Clinic Manager
Role Created/ Reviewed Date:	May 2018
Criminal History Clearance Requirements:	<input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child- Prescribed (DCSI) <input type="checkbox"/> Vulnerable (NPC) <input checked="" type="checkbox"/> General Probity (NPC)

ROLE CONTEXT

Primary Objective(s) of role:

The Consultant is responsible for the provision of effective and appropriate medical services to clients of DASSA. The Consultant contributes to the effectiveness of multi-disciplinary services through:

- provision of direct clinical services;
- involvement in the development of appropriate medical programs;
- involvement in the teaching of medical staff, medical and other students;
- provision of specialist medical advice to internal and external clinicians and organizations;
- participation in research programs;
- contributing to the overall efficiency and effective operation of the health unit as a member of the management team;
- line personnel management responsibilities and/or supervision of subordinate medical staff.

Direct Reports:

> Nil

Key Relationships/ Interactions:

Internal

- > The Consultant is professionally responsible to the Clinical Director.
- > On a day to day basis the Consultant works closely with the respective Manager of the outpatient community service clinic to contribute to the overall efficiency and effective operation of DASSA's outpatient clinics.

- > Is also accountable to the Director, Primary and Tertiary Liaison (MD2) for professional standards.
- > Clinical Practice Consultant [CPC3] for Consultation Liaison Service.
- > Clinical Nurse for Consultation Liaison Service.
- > The appointee is required to work with only limited direction and supervision. The appointee should exercise professional judgement, demonstrate a high level of clinical competence within a multi-disciplinary setting.
- > Contribute to the ongoing mentoring of specialty registrars and short term rotating RMOs.
- > Provide appropriate clinical leadership in weekly multidisciplinary clinical team meetings.

External

- > Medical Schools and teaching coordinators
- > SA Country Primary Health Network, GPs/medication assisted treatment prescribers
- > Hospital based teams
- > Consultation Liaison Psychiatry
- > Acute & chronic pain services
- > Participate in clinical working parties as required.

Challenges associated with Role:

Major challenges currently associated with the role include:

- > Weighing up patients' needs or wishes against written clinical guidelines.
- > Providing clinical care to clients with high severity alcohol and drug related problems and complex concurrent comorbid medical and mental health issues.
- > Improving the capacity of other alcohol, tobacco and other drug (ATOD) treatment services to respond appropriately to ATOD problems.

Delegations:

- > Nil

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Facilitate the provision of a coordinated approach to client management and care by:	<ul style="list-style-type: none"> > Maintaining an active case load and undertaking assessment and treatment procedures as indicated including participation in the after-hours on call roster. > Provision of direct clinical services for people with substance related problems, and care for related acute and chronic medical conditions. > Ensuring an effective multi-disciplinary case management approach is maintained and regular discussions take place with DASSA's staff members. > Providing specialist medical advice to internal and external clinicians and organizations. > Consulting with medical practitioners and/or health professionals regarding assessment findings and client treatment programs.
Contribute to the effective and efficient management of medical resources within DASSA clinics by:	<ul style="list-style-type: none"> > Participate in the development and implementation of the MAT programs. > Participating in the training of medical officers including those from general practice and specialist training programs who are on placement with DASSA. > Participate in DASSA Consultant Liaison Services within acute care setting. > Participating in reviews of medical practices and procedures in clinical services. > Participating in WHS training and ensuring the promotion of a safe working environment by contributing to the resolution of likely or actual problems in the workplace.
Ensure the effective function of DASSA GP Programs by:	<ul style="list-style-type: none"> > Contributing to the development of training material and clinical resources to facilitate GP treatment and management of drug & alcohol use disorders. > Promoting the participation by GPs in the treatment and management of drug & alcohol use disorders. > Participating in the recruitment, training and ongoing support of general practitioner involved in the Private Opioid Substitution Treatment Program.
Co-ordination of research and contribute to the ongoing development of Divisional activities by	<ul style="list-style-type: none"> > Developing and co-ordinating special projects including research and evaluation of practices and techniques associated with substance abuse and addiction. > Developing and co-ordinating quality improvement programs.
Contributes to the provision and maintenance of professional and community education and training by:	<ul style="list-style-type: none"> > Participating in the development and implementation of training programs, seminars and conferences regarding alcohol and other drugs for doctors, nurses and other health professional. > Participating in the planning and delivery of quality education programs for tertiary students. > Management and prevention of substance use related problems by providing consultancy services to other medical practitioners in South Australia.
Contribute to the promotion/implementation of General Public Sector Management aims,	<ul style="list-style-type: none"> > Adhering to the provision of relevant legislative requirements, Department of Health & Ageing/DASSA policies and procedures. > Ensuring that the principles of WHS, Equal Employment Opportunity and Ethical Conduct are a normal part of doing business.

personnel management standards, employee conduct standards, EEO, WHS requirements, by:	
	>

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications

- > Bachelor of Medicine; Bachelor of Surgery (MBBS) or equivalent, registrable with the Medical Board of Australia as a Medical Practitioner.
- > Appropriate Specialist Qualifications or equivalent (Fellow of the Australasian Chapter of Addiction Medicine) and registrable with the Medical Board of Australia/AHPRA as a Medical Practitioner with Specialist registration; or another qualification as defined in the SA Medical Officers Award.

Personal Abilities/Aptitudes/Skills:

- > Demonstrated high degree of competence in the delivery of specialist medical services to individuals, couples and families with substance dependence problems.
- > Possess flexible and non judgemental attitudes which enable working with difficult multi problem clients.
- > Demonstrated ability to work effectively in a medical team within a multi-disciplinary setting.
- > Proven commitment to the principles and practise of:
 - EEO, Ethical Conduct, diversity and WHS;
 - Quality management and client oriented service;
 - Risk management.

Experience

- > Demonstrated experience working with difficult, multi-problem clients and with people in crisis.
- > Demonstrated experience working with clients abusing alcohol and other drugs and their significant others.
- > Demonstrated experience working in a multi-disciplinary setting.

Knowledge

- > Sound knowledge of various Government policies and/or Acts as they impact on service delivery.
- > Specialist knowledge of addictive behaviour, current treatment modalities and the principles of harm minimisation.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- > Fellowship – Australasian Chapter of Addiction Medicine [FACHAM] or Dip in Addiction Studies or equivalent or Dip in Education or equivalent.

Personal Abilities/Aptitudes/Skills:

- > Demonstrated presentation and public speaking skills.

Experience

- > Proven experience in working within a community health/welfare setting working with clients with substance related problems, their significant others and minority groups.

Knowledge

- > Sound knowledge of addiction behaviour, current substance abuse treatment modalities and relevant medical and community services networks.

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 Background Screening and National Criminal History Clearance.
- > *Prescribed Positions* under the *Children's Protection Act (1993)* must obtain a satisfactory Background Screening and National Criminal History Clearance through the Screening and Licensing Unit, Department for Communities and Social Inclusion.
- > Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue for 'Prescribed Positions' under the *Children's Protection Act 1993 (Cth)* or 'Approved Aged Care Provider Positions' as defined under the *Accountability Principles 1998* made in pursuant to the *Aged Care Act 2007 (Cth)*.
- > 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.
- > The position is located across CBT metropolitan clinics however the Senior Medical Practitioner must be willing to work in any clinical area of DASSA within the metropolitan area, as required.
- > Out of hours work will be required as the appointee will participate in the on-call roster.
- > Holds a Current South Australian drivers licence.

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 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 Guidelines for Health Care Workers in South Australia 2014*.
- > Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- > *Children's Protection Act 1993 (Cth)* – 'Notification of Abuse or Neglect'.
- > Disability Discrimination.
- > Information Privacy Principals Instruction – Premier and Cabinet Circular 12.
- > 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.

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.

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.

Resilience:

- > SA Health employees persevere to achieve goals, stay calm under pressure and are open to feedback.
- > Prioritising workload and meeting set timelines, whilst working under minimal supervision.
- > Being creative, innovative and flexible when approaching issues within the health service.

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, Country Health SA 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:

The Drug and Alcohol Services SA (DASSA) is a health centre incorporated under the SAHC Act 1976 which provides a diverse range of facilities and services state-wide for persons experiencing physical, psychological and social problems arising from the abuse and misuse of alcohol and other drugs. These services aim to prevent and minimise the harm related to alcohol and other drug use, to reduce the incidence of people experiencing adverse consequences of alcohol and other drug use, to minimise the level of harm, to improve accessibility to acceptable and timely services, and to ensure that services incorporate the best process for the best outcome in the most cost effective manner. DASSA undertakes this role through the provision of:

- assessment and treatment services
- education and training
- health promotion
- community development
- research and development
- information and support to Ministers and other Government officials, other health agencies and organisations, both within and without the public arena.

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.

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: