



Role Title:	Medical Scientist – Respiratory Medicine
Classification Code:	MeS-2
LHN/ HN/ SAAS/ DHA:	Northern Adelaide Local Health Network
Hospital/ Service/ Cluster	Lyell McEwin Hospital & Modbury Hospital
Division:	Division of Medicine
Department/Section / Unit/ Ward:	Thoracic Medicine
Role reports to:	Principal Scientist
Role Created/ Reviewed Date:	September 2024
Criminal History Clearance Requirements:	<input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Working With Children Check - WWCC (DHS) <input checked="" type="checkbox"/> Vulnerable (NPC) <input 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:
<ul style="list-style-type: none"> > The Medical Scientist is responsible for performing lung function tests on patients referred to the respiratory laboratory offering an extensive range of tests. Requires skills in operating computer-based testing equipment and must be able to interact with and encourage patients to achieve maximal performance on tests. Must employ scientific knowledge and rigour to all aspects of laboratory work to maintain the highest quality work and comply with national and international best practice. Contributes to research and development activities in the laboratory. > The role requires travel and work across both sites (Lyell McEwin Hospital and Modbury Hospital) as and when needed.

Direct Reports:
<ul style="list-style-type: none"> > The incumbent is directly responsible to the Principal Scientist who is accountable to the Respiratory - Head of Unit

Key Relationships/ Interactions:
<p><u>Internal</u></p> <ul style="list-style-type: none"> > Primary working relationship with multidisciplinary teams including but not limited to scientific, technical, nursing, allied health, medical and administrative staff > The Medical Scientist may provide guidance and training to junior technical and scientific staff within the laboratory <p><u>External</u></p> <ul style="list-style-type: none"> > Liaises with healthcare providers in other Local Health Networks, private practice and the community as required > Liaises with a range of equipment vendors for reagent, consumable and equipment management as required

Challenges associated with Role:
<p>Major challenges currently associated with the role include:</p> <ul style="list-style-type: none"> > Working under pressure to provide timely results without compromising quality, patient care and patient safety > Managing priorities to meet set tasks > Motivating patients to achieve maximal results in the presence of physical and/or mental limitations

Key Result Areas	Major Responsibilities
<p>Ensure that lung function tests are performed are of the highest quality by:</p>	<ul style="list-style-type: none"> > Successfully completing core training programs > Ensuring that patient performance is optimal > Operating computer-based testing equipment according to established procedures. > Maintaining accurate patient records > Undertaking calibration and quality assurance procedures according to established standards > Contributing to the resolution of problems by troubleshooting and corrective action > Contributing to the avoidance of problems by involvement in a program of preventative action > Preparing standard reports that are accurate and comprehensive > Communicating with referring doctors where requests are incomplete or unclear > Providing timely results without compromising quality of care
<p>Ensure that all patients are offered the highest quality of service and personal care by:</p>	<ul style="list-style-type: none"> > Instructing the patient in performance of tests in a professional, respectful and courteous manner > Demonstrating empathy and understanding of the patient's needs in regard to testing > Treating the patient in a holistic manner by being respectful of other issues and needs > Ensuring that patient safety is paramount by rigorous attention to infection control procedures > Ensuring that confidentiality is maintained in all aspects of respiratory laboratory function > Seeking appropriate medical assistance and following emergency procedures where required
<p>Contribute to the continuous improvement in quality of service provided to the referring doctor by:</p>	<ul style="list-style-type: none"> > Preparing standard reports that are accurate and comprehensive > Reviewing the quality of diagnostic tests and reports prior to release from the laboratory > Communicating with referring doctors where requests are incomplete or unclear
<p>Contribute to improvement in existing laboratory procedures and development of new laboratory procedures by:</p>	<ul style="list-style-type: none"> > Critically appraising existing laboratory and administrative procedures for efficiency and effectiveness > Contributing to all aspects of the laboratory's quality system including documentation of procedures and policies > Contributing to accreditation, credentialing and review processes that meet the requirements of professional and regulatory bodies > Being aware of and able to seek out current literature related to lung function testing and respiratory medicine > Critically appraising existing methods for compliance with published standards and guidelines > Recommending to senior staff changes in laboratory methods > Assisting in validation of new methods using scientifically rigorous methods > Assisting in the assessment and implementation of new equipment using scientifically rigorous methods
<p>Contribute to the ongoing efficient running of the Lung Function Laboratory by:</p>	<ul style="list-style-type: none"> > Assisting with the maintenance of equipment > Assisting with the maintenance of administrative systems and procedures > Assisting with the maintenance of adequate supplies of reagents and consumables necessary for the laboratory > Promptly reporting problems relating to lung function testing to the Senior Scientist > Training of new staff in laboratory procedures

Key Result Areas	Major Responsibilities
Contribute scientific knowledge to research and evaluation activities within the Lung Function Laboratory by:	<ul style="list-style-type: none"> > Being involved in data collection, maintenance and analysis > Being involved in existing research protocols > Assisting with the preparation of work for publication in peer-reviewed national or international journals > Assisting in the development of new research protocols by application of scientific knowledge > Presenting work at local, national and/or international scientific meetings
Other requirements:	<ul style="list-style-type: none"> > As required, achieve other outcomes commensurate with this classification level as per TSANZ / ANZSRS and international scientific guidelines

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications

Bachelor of Science / Bachelor of Applied Science (Clinical Science/Physiology) or equivalent.

Personal Abilities/Aptitudes/Skills:

- > Demonstrated ability to apply an analytical and systematic approach to problem solving
- > Thoroughness and attention to detail and commitment to quality of service provided
- > Demonstrated empathy and understanding of the needs of others
- > Demonstrated ability to remain calm when working under pressure
- > Demonstrated ability to plan and organise work to meet deadlines and achieve set goals in short timeframes
- > Demonstrated high level of written, verbal and interpersonal communication skills
- > Initiative in identifying and resolving problems
- > Ability to communicate effectively with departmental staff and external stakeholder

Experience

- > Minimum of 2 years' experience in measuring a range of respiratory function techniques, routine and complex.
- > Experience in a patient service / clinical setting.

Knowledge

- > Demonstrated knowledge of the relevant pulmonary function performance standards.
- > Knowledge of quality system principles.
- > Demonstrated computer literacy, including use of Microsoft Office applications.
- > Knowledge of public sector management aims, personnel management standards and employee conduct standards, in particular Equal Opportunity and Occupational Health, Safety and Welfare policies and procedures.
- > Understanding of Work Health and Safety principles and procedures
- > Understanding of the Australian National Safety & Quality Health Service Standards.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications:

Certification as a Respiratory Function Scientist by ANZSRS Post graduate qualification in respiratory function testing

Personal Abilities/Aptitudes/Skills:

- > Able to communicate effectively with other health professionals about their work
- > Able to develop research projects involving lung function tests
- > Data analysis skills

Experience

- > Proven experience in physiological measurement, particularly in advanced lung function testing such as cardiopulmonary exercise testing, HAST etc.,

Knowledge

Special Conditions:

- > 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 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)* maintaining your own health and safety and not place others at risk and comply with any reasonable instruction that is given to allow SA Health to comply with the WHS Act, 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 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:

NALHN 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, NALHN is committed to increasing the Aboriginal and Torres Strait Islander Workforce.

Resilience:

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

SA Health

SA Health is committed to protecting and improving the health of all South Australians by providing leadership in health reform, public health services, health and medical research, policy development and planning, with an increased focus on wellbeing, illness prevention, early intervention and quality care.

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health, the Minister for Health & Wellbeing. The State Government has reformed the governance of SA Health, including establishing 10 Local Health Networks (LHNs), each with its own Governing Board.

These reforms have taken a staged approach, with the most significant changes to taking place from 1 July 2019 when the new Governing Boards become fully operational.

SA Health is comprised of the Department for Health and Wellbeing and the following legal entities:

- > Central Adelaide Local Health Network
- > **Northern Adelaide Local Health Network**
- > Southern Adelaide Local Health Network
- > Women's and Children's Health Network
- > Barossa Hills Fleurieu Local Health Network
- > Eyre and Far North Local Health Network
- > Flinders and Upper North Local Health Network
- > Riverland Mallee Coorong Local Health Network
- > Limestone Coast Local Health Network
- > Yorke and Northern Local Health Network
- > SA Ambulance Service

Northern Adelaide Local Health Network

The Northern Adelaide Local Health Network (NALHN) provides care to more than 400,000 people living in the northern metropolitan area of Adelaide as well as providing a number of state-wide services, and services to those in regional areas. NALHN works to ensure quality and timely delivery of health care, whilst building a highly skilled, engaged and resilient workforce based on a culture of collaboration, respect, integrity and accountability.

NALHN offers a range of primary health care services across the northern metropolitan area of Adelaide, with a focus on providing preventive and health promoting programs in the community, and transition and hospital substitution and avoidance programs targeted at chronic disease and frail aged.

Clinical leadership of care systems is central to the current national and state wide health reforms. NALHN care delivery is configured within clinical divisions that are patient-focused, clinically led groupings of services. Clinical Divisions are responsible for managing service delivery activities across NALHN campuses and units, bringing together empowered experts to directly make relevant decisions.

NALHN includes:

Lyell McEwin Hospital (LMH) - a 336-bed specialist referral public teaching hospital which has links to the University of Adelaide, University of South Australia and Flinders University. LMH provides a full range of high-quality medical, surgical, diagnostic, emergency and support services.

Modbury Hospital is a 174-bed, acute care teaching hospital that provides inpatient, outpatient, emergency services, Aged Care, Rehabilitation and Palliative Care. GP Plus Health Care Centres and Super Clinics

Aboriginal Health Services

Mental Health Services (including two statewide services – Forensics and Older Persons)

Sub-acute Services

The total operating budget for 23/24 for NALHN is \$1.02 bn with a workforce of 4,710 FTE / 6,325 head count.

NALHN Governing Board

The Governing Board members bring to NALHN a wealth of knowledge and experience across many areas.

NALHN is confident that with the support of our highly qualified Governing Board, NALHN will be well placed to achieve better health service decisions tailored to local needs and deliver a safe, high quality and financially sustainable LHN into the future.

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.

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

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: Dr Toby Gilbert

Role Title: Divisional Director (Medical), Division of Medicine

Date:

Signature:

Role Acceptance

Incumbent Acceptance

I have read and understood the responsibilities associated with role, the organisational context and the values of SA Health as outlined within this document

Name:

Signature:

Date:

Version	Date from	Date to	Amendment
V1	10/02/17	09/04/17	Original version.
V2	10/04/17	04/07/17	Safety & Quality statement in General Requirements.
V3	05/07/17	13/11/2018	Minor formatting with order of information amended.
V4	14/11/2018	01/04/2019	NALHN HR Addition of Cultural Commitment section.
V5	02/04/2019	14/04/2020	NALHN HR immunisation requirement.
V6	15/05/20	19/10/2020	Organisation Context Updated
V7	20/10/2020	08/04/2021	Organisation Context Updated
B8	09/04/2021	15/05/2024	Financial Delegation Updated, Management Position Clause Updated, Code of Ethics Clause Updated
V9	15/05/2024		Updated HR content