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SA Health Job Pack – Casual Pool 2023/2024

Job Title	Speech Pathologist (Casual Pool)
Eligibility	Open to Everyone
Job Number	847736
Applications Closing Date	28/9/2024
Region / Division	Barossa Hills Fleurieu Local Health Network
Health Service	Community and Allied Health
Location	Barossa/Gawler/Mt Barker
Classification	AHP2
Job Status	Casual
Salary	\$44.45 - \$51.49 per hour plus 25% casual loading

Contact Details

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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 Human Services (DHS) Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:

- Working with Children Check (WWCC) - **DHS**
- National Disability Insurance Scheme (NDIS) Worker Check- **DHS**
- Unsupervised contact with Vulnerable groups- **NPC**
- Unsupervised contact with Aged Care Sector- **DHS**
- No contact with Vulnerable Groups - 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.

Immunisation

Risk Category B (indirect contact with blood or body substances)

This role carries specific immunisation requirements. To be eligible for appointment in this role you will be required to meet the immunisation requirements associated with Category B (indirect contact with blood or body substances). [Please click here for further information on these requirements.](#)

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 [Guidelines for Applicants](#) for further information regarding

- Salary Packaging
- Opportunities for movement within SA Health
- Flexible working arrangements
- Criminal History screening and background checks
- Immunisation requirements
- Rights of review
- Information for applicants

POSITION DESCRIPTION

Job Title	Speech Pathologist	Classification	AHP2	Position Number	P21512
Region	Barossa Hills Fleurieu Local Health Network	Term	As per advertisement	Position Created	
Area	Community and Allied Health	FTE	As per advertisement	Last Updated	[26/10/2023]
Criminal History Clearance Requirements:	<input checked="" type="checkbox"/> DHS Working With Children Check (WWCC) <input checked="" type="checkbox"/> NDIS Working Screening Check – depending on other current criminal checks in place <input checked="" type="checkbox"/> NPC – Unsupervised contact with vulnerable groups				
Immunisation Risk Category:	<input type="checkbox"/> Category A (direct contact with blood or body substances) <input checked="" type="checkbox"/> Category B (indirect contact with blood or body substances) <input type="checkbox"/> Category C (minimal patient contact)				

Broad Purpose of the Position

The Speech Pathologist applies clinical and primary health care experience, increasingly generalist and / or specialist clinical knowledge and professional competence to plan, implement and evaluate a comprehensive and integrated range of services, appropriate to the needs of the local community with a focus on both children and adults. The speech pathologist works under reduced clinical direction and may contribute to the clinical supervision of less experienced allied health professionals, allied health assistants and students. As a member of a multi-disciplinary team, including a range of allied health and other professionals, and service providers from other sectors the speech pathologist utilises a combination of preventative, early intervention, treatment / therapy and evaluation approaches within a primary health care framework.

Qualifications

Must hold a recognised qualification within Speech Pathology profession and be eligible for full membership of the Speech Pathology Association (SPA). For self-regulated professions it is desirable to participate in the professional associations' accredited continuous professional development program. For appointment at this level, must be able to demonstrate AHP2 level competencies, or have a 2-year post-graduate Masters with a related allied health undergraduate degree.

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 Statement

Barossa Hills Fleurieu Local Health Network welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. Barossa Hills Fleurieu Local Health Network is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture

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Special Conditions

*NB Reference to legislation, policies and procedures includes any superseding versions

- > 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 Child Safety (Prohibited Persons) Act 2016 must obtain a satisfactory Working With Children Check (WWCC) through the Screening and Licensing Unit, Department for Human Services (DHS).
- > Approved Aged Care Provider Positions as defined under the Accountability Principles 1998 made in pursuant to the Aged Care Act 2007 (Cth) must obtain a satisfactory National Police Certificate (NPC) through the South Australian Police confirming the clearance is for the purpose of employment involving unsupervised contact with vulnerable groups.
- > Risk-Assessed roles under the National Disability Insurance Scheme (Practice Standards – Worker Screening Rules 2018) must obtain a satisfactory NDIS Worker Screening Check through the Department of Human Services (DHS) Screening Unit.
- > National Police Certificates must be renewed every 3 years thereafter from date of issue.
- > Working With Children Checks must be renewed every 5 years thereafter from date of issue.
- > NDIS Worker Screening Check must be renewed every 5 years thereafter from date of issue.
- > 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 undertake further study to obtain a qualification which supports the needs of the health unit. Where further study is required, Barossa Hills Fleurieu Local Health Network will provide support and assistance in accordance with provisions of the SA Health (Health Care Act) Human Resources Manual. Note, however, this Special Condition does not apply to existing LHN employees with continuous employment within the LHN which commenced prior to 1 October 2016.
- > 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.

Key Relationships

- Receives line supervision from Program Manager Health Improvement
- Receives clinical supervision, advice and support from an experienced Senior Speech Pathologist under formal arrangement in accordance with the *CHSA Allied Health Clinical Support Framework*.
- May contribute to the supervision of less experienced professional officers, para-professional staff and students, under direction from the Clinical Senior
- Works within a multi-disciplinary team framework, in collaboration with other health professionals, service providers and the community
- May be required to temporarily fulfill a higher position, appropriate to the incumbent's skills and capacity

POSITION DESCRIPTION

<p>> Appointment is subject to immunisation risk category requirements (see page 1). There may be ongoing immunisation requirements that must be met.</p>		
Key Result Areas	Generic Requirements	Specific or Local Requirements
<p>1. Technical Skills and Application</p>	<p>1.1 Apply professional expertise, developing generalist / specialist knowledge, clinical competence and experience to provide professional services to client groups in circumstances requiring increasingly complex practice skills.</p> <p>1.2 Exercise professional judgment in the selection and adaptation of established methods, procedures and techniques within the profession.</p> <p>1.3 May provide a broad range of clinical and consultative services across a range of service settings, including one-on-one, group based and health promotion activities.</p> <p>1.4 Manage and prioritise personal work load and support others in developing workload management plans, including in the allocation of team resources</p>	<ul style="list-style-type: none"> ▪ Provides a high quality Speech Pathology service to eligible clients and groups in BHF LHN, including paediatric, adult and vulnerable client populations. ▪ Contribute to the development and improvement of Speech Pathology services, eligibility criteria, treatment protocols and organisational procedures as required ▪ In collaboration with the Program Manager, relevant Team leaders and multi-disciplinary teams, provide input into the development of service models and clinical protocols for Community and Allied Health area and to inform service planning across BHF LHN. ▪ Manage a complex case load and support other team members in managing the demands of the service.
<p>2. Personal and Professional Development</p>	<p>2.1 Work under reduced clinical supervision, and proactively draw on the support of experienced peers of diverse professional backgrounds, Clinical Specialists, Profession Leads and / or managers when required.</p> <p>2.2 Display a commitment to continuous personal and professional development by:</p> <ul style="list-style-type: none"> a. Attending all mandatory training and actively pursuing other training and development as required to maintain currency of clinical knowledge (which may include post-graduate study) b. Applying well-developed reflective practice skills to your own work, and supporting peers / students / supervised staff to develop reflective practice skills c. Utilising the support of mentors and peers d. Actively participating in the Professional Development and Review (PDR) process, including developing and pursuing a personal / professional development plan in consultation with your line manager / clinical supervisor e. May provide professional leadership in the relevant network, including facilitating access to training for professional staff <p>2.3 May be required to contribute to clinical / professional supervision, support and oversight of AHP1 level staff, allied health assistants and profession-specific professional students or multi-disciplinary student teams.</p> <p>2.4 Develop, share and support your peers to gain knowledge of effective practice through research, evaluation of services and information sharing (eg: via</p>	<ul style="list-style-type: none"> ▪ Adopt a proactive approach to developing and maintaining contemporary knowledge and skills in Speech Pathology ▪ Receive clinical direction, advice, mentorship and support from a suitably skilled and experienced Clinical Senior Speech Pathologist and develop a formal Clinical Supervision arrangement, fulfill all obligations under this agreement, and review it annually. ▪ Develop and maintain inter and intra-professional clinical networks within BHF LHN and other SA Health sites, actively sharing and seeking out knowledge of effective practice ▪ Participate in regional Local Health Network Speech Pathology activities and meetings ▪ Provide clinical support to less experienced professional staff and appropriate volunteers in BHF Community Health Service ▪ Contribute to the supervision of Speech Pathology students on clinical placement within BHF Community Health ▪ Participate in Cultural Awareness Training and Child Safe environments training as well as all other mandatory requirements set by BHF LHN]

POSITION DESCRIPTION

	professional networks and presenting papers for conferences and / or publishing)	
3 Client / Customer Service	<p>3.1 Treat all clients with respect, be responsive to their needs, and act on opportunities to improve the quality of customer service in your operational area.</p> <p>3.2 Promote cultural safety by valuing and promoting the cultural needs of the community.</p> <p>3.3 Contribute to improvements in the patient-journey driven distribution of services and apply client-centred practice and community engagement principles in development and delivery of services; ensuring clients are meaningfully involved in all aspects of their care</p>	<ul style="list-style-type: none"> ▪ Consult and engage with local consumers, carers and service providers to identify needs, design services in accordance with clients' needs / goals, and monitor the effectiveness of your clinical practice. ▪ Support clients / carers / families to navigate the service system, providing effective assessment, treatment & therapy, timely referrals, accurate information, coordinated care and prompt follow up. ▪ Ensure clients receive the appropriate therapy services to achieve maximum outcome from treatment. ▪ Work within a confidentiality framework. ▪ Have an appreciation and understanding of the needs of rural, CALD, ATSI communities and display cultural sensitivity in the development and delivery of services
4 Administration and Documentation	<p>4.1 Comply with organisational requirements for the accurate and timely completion of documentation and statistics.</p> <p>4.2 Contribute to the efficient and effective use of materials and resources.</p> <p>4.3 Prepare reports and / or recommendations to assist management decision making</p> <p>4.4 Appropriately identify, use and apply relevant policies, procedures, reporting and documentation systems (including Quality Risk & Safety [QRS], Adequate Records Management [ARM] and Client Management Engine [CME]).</p> <p>4.5 Competently utilise the Microsoft Office suite of software, Email and Internet in fulfilling the requirements of the role</p> <p>4.6 May be required to coordinate discrete projects and / or contribute to areas of policy that are considered to be complex, requiring discipline knowledge and experience, and which are undertaken under limited direction.</p>	<ul style="list-style-type: none"> ▪ Maintains appropriate statistics and records in accordance with BHF LHN requirements. ▪ Contribute to the review, development and adaptation of clinical and administrative resources to support Speech Pathology and multi disciplinary services ▪
5 Teamwork and Communication	<p>5.1 Utilise professional knowledge and skills in contributing to research and / or service development activities at the local level and / or within your profession across BHFLHN; to support the effective, efficient, equitable distribution (according to need) and evidence-based nature of BHFLHN services.</p> <p>5.2 Promote service integration through the development of active collaborative partnership with relevant agencies and individuals.</p> <p>5.3 Work positively within a team, foster teamwork and support others to develop effective working relationships and achieve team goals</p>	<ul style="list-style-type: none"> ▪ The Speech Pathologist works as a member of the multi-disciplinary Health Improvement team, wider Community Health teams and inpatient teams, based at a site within BHFLHN ▪ Participates in Regional Local Health Network meetings ▪ Participates in relevant multidisciplinary and staff meetings

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	<p>5.4 Communicate and negotiate effectively (both verbally and in writing) with a diverse range of people including clients, the community, team members, management and other stakeholders</p> <p>5.5 Work in accordance with SA Health's and BHFLHN's vision, mission, strategic priorities and values</p>	
<p>6 Continuous Improvement</p>	<p>6.1 Contribute to quality improvement programs and other organisational activities required to meet Service / Accreditation standards, and support supervised staff / students to comply with requirements.</p> <p>6.2 Proactively seek opportunities to improve professional tasks and services, by monitoring service access, emerging trends and community needs, and contributing to ongoing evaluation of services.</p> <p>6.3 Seek client feedback on services and respond proactively to client complaints and feedback. As required, contribute to investigations of client complaints, with a view to informing systematic improvements in services.</p> <p>6.4 Contribute to discipline-specific and multi-professional research, service development, and advances of techniques used, through research (under direction), data analysis, evaluation of services and development of recommendations to assist Management decision making.</p> <p>6.5 Complying with the Code of Ethics for Public Sector Employees.</p>	<ul style="list-style-type: none"> ▪ Contributes to Accreditation processes ▪ Contribute to the ongoing review, development and evaluation of the effectiveness of Speech Pathology and multi-disciplinary services in BHFLHN ▪ Contribute to BHF strategic planning processes.
<p>Approved by Authorised Officer</p>	<p>..... / /</p>	<p>Accepted by Incumbent</p> <p>..... / /</p>

APPLICANT GUIDELINES

Job Title	Speech Pathologist	Classification	AHP2
Region	Barossa Hills Fleurieu Local Health Network	Term	As advertised
Area	Community and Allied Health	FTE	As advertised

To apply for the position, you will need to provide:

- (1) A current Curriculum Vitae (CV), outlining your relevant qualifications, work experience and contact details of 3 professional referees
- (2) A cover letter, including:
 - Title of the position and vacancy reference number (from advertisement)
 - Outline of your reasons for applying for the position
 - Brief summary of your ability to fulfil the role:
 - Please address each of the 6 Key Result Areas (KRA) separately, using dot points. Refer to the table below for some suggestions of type of information you may like to include.
 - You do not need to address the selection criteria individually in your written application. They may be used to assess your suitability for the role during the merit-based selection process.
 - Keep it brief – no more than 2 pages

Please forward your application by the due date, as per the details outlined in the job advertisement.

Key Result Area	Selection Criteria
1. Technical Skills and Application	a) Your professional qualifications, professional association membership and registration status (if relevant) – <i>refer to page 1 for minimum qualification requirements</i> b) Broad professional experience <i>relevant to this role</i> : <ul style="list-style-type: none"> ▪ Outline scope and nature of previous professional roles, including experience working in rural and remote contexts ▪ Previous involvement in service development, including research & evaluation ▪ Change management & project management skills / experience ▪ Competency in applying primary health care principles c) Examples of other skills, knowledge or experiences that demonstrate your suitability for the role <ul style="list-style-type: none"> ▪ creativity, adaptability, resourcefulness, prioritization & problem solving skills
2. Personal & professional development	a) Outline previous initiatives that demonstrate your commitment to reflective practice, and proactive development of self and others. E.g.: <i>relevant</i> additional professional development or qualifications b) Information about your leadership / management style and experience
3. Client / Customer Service	a) Knowledge of and commitment to BHFLHN services, priorities & strategic directions. b) Examples that demonstrate skills in community engagement, client-centred practice and cultural competency.
4. Administration & Documentation	a) Information about relevant skills, experience and training – including those related to data management, competent use of technology etc.
5. Teamwork and Communication	a) Examples of how you have contributed previously to service planning and development b) Outline your communication, team work and problem solving skills, with examples
6. Continuous Improvement	a) Examples of how you have contributed previously to quality improvement, evaluation, outcome measures and research