DEPARTMENT OF HEALTH

Statement of Duties

|  |  |
| --- | --- |
| **Position Title:**  | Senior Speech Pathologist |
| **Position Number:** | 516732, 527716 |
| **Classification:**  | Allied Health Professional Level 3 |
| **Award/Agreement:**  | Allied Health Professionals Public Sector Unions Wages Agreement |
| **Group/Section:** | Hospitals South – Statewide Audiology Service |
| **Position Type:**  | Permanent/Casual, Part Time/Casual |
| **Location:**  | South |
| **Reports to:**  | Discipline Lead - Statewide Audiology Service |
| **Effective Date:** | March 2021 |
| **Check Type:** | Annulled |
| **Check Frequency:** | Pre-employment |
| **Essential Requirements:**  | Degree or diploma in Applied Science, Speech Pathology or equivalent and eligibility for membership of Speech Pathology Australia Current Working with Children Registration*\*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.* |
| **Desirable Requirements:** | Current Driver’s Licence  |

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 and coordinate Speech Pathology services to clients seen in the Statewide Audiology Service (includes the Tasmanian Cochlear Implant Clinic & Diagnostic Audiology Clinic).

### Duties:

1. Provide specialised clinical assessment, diagnosis and intervention to children and adults referred to the Tasmanian Cochlear Implant Clinic.
2. Act as a resource person in the area of clinical expertise, working as an effective member of the multidisciplinary Statewide Tasmanian Cochlear Implant Clinic team to ensure treatment/intervention plans are appropriate.
3. Promote a case coordination approach to the management of children referred to the clinic.
4. Maintain files and progress reports for the purpose of ensuring the availability of information and compliance.
5. Initiate and contribute to the development, implementation and review of policies, procedures and clinical practice guidelines for speech pathology services and where relevant for the multidisciplinary team.
6. 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, safeguarding practices for vulnerable people, and related training.
7. 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:

* Providing a safe, effective, efficient and high-quality speech pathology service as part of the Statewide Multidisciplinary Cochlear Implant Clinic.
* Required to work with minimal supervision and to exercise considerable initiative and professional judgement.
* Initiating and participating in service development, quality improvement and research activities.
* Champion a child safe culture that upholds the *National Principles for Child Safe Organisations*. The Department is committed to the safety, wellbeing, and empowerment of all children and young people, and expect all employees to actively participate in and contribute to our rights-based approach to care, including meeting all mandatory reporting obligations.
* 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:
	1. crimes of violence
	2. sex related offences
	3. serious drug offences
	4. crimes involving dishonesty
2. Identification check
3. Disciplinary action in previous employment check.

### Selection Criteria:

1. Broad knowledge of and experience in providing paediatric speech pathology services within a multidisciplinary framework.
2. Demonstrated knowledge of the impact of hearing loss on speech, language and communication.
3. Demonstrated ability to exercise professional judgement and initiative to work with minimum supervision in a complex working environment
4. Demonstrated conceptual and analytical skills including the ability to develop implement and evaluate policies, protocols, and procedures
5. Excellent communication skills, with the capability to share information, negotiate outcomes and maintain positive relationships with a range of people including colleagues, clients, and their families

### 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 of Health is committed to improving the way we work with vulnerable people, in particular implementing strategies and actions to promote child safety and wellbeing, empower, and prevent harm to children and young people.

The Department upholds the *Australian Charter of Healthcare Rights* in our practice and is committed to the safeguarding and protection of the welfare and rights of all people, particularly those that may be at risk of abuse, neglect, or exploitation. We place emphasis on the provision of culturally safe, respectful, and inclusive care that is responsive to diverse needs.

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](http://gormpr-cm01/pandp/showdoc.aspx?recnum=P19/000365).