

DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Trainee Perfusionist
Position Number:	523777
Classification:	Allied Health Professional Level 1-2
Award/Agreement:	Allied Health Professionals Public Sector Unions Wages Agreement
Group/Section:	Hospitals South, Medical and Cancer Services
Position Type:	Fixed-Term, Full Time
Location:	South
Reports to:	Staff Specialist – Cardiothoracic Surgery
Effective Date:	April 2024
Check Type:	Annulled
Check Frequency:	Pre-employment
Essential Requirements:	<p>Satisfactory completion of an appropriate course of study at a recognised tertiary institution.</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>
Desirable Requirements:	Progression towards qualifications in Clinical Perfusion leading to certification by the Australian and New Zealand Board of Perfusion.
Position Features:	The occupant will participate in an after-hours on-call roster under supervision of relevant specialist staff.

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:

Operate as a member of the Cardiac Surgery team, providing a clinical service and specialist activity while developing skills to become a specialist in the State, conducting perfusion services in cardiopulmonary bypass procedures and operating associated circulatory support systems.

Duties:

1. Participate in the Australasian and New Zealand College of Perfusionists training program with the aim of successfully completing the Diploma of Perfusion.
2. Maintain and practice emergency procedures for use during cardiopulmonary bypass.
3. Maintain perfusion equipment and keep a written record of these procedures.
4. Order and maintain stocks of materials, including disposable items for use during cardiopulmonary bypass.
5. Prepare equipment for cardiopulmonary bypass and associated procedures.
6. Operate cardiopulmonary bypass equipment, including the Heart Lung Machine, Intra-Aortic balloon Pump, ECMO pump, Medistim Flow Device, Thromboelastograph machine and other measuring and monitoring equipment.
7. Take and maintain an accurate record of each procedure being performed, and maintain the database records associated with each procedure.
8. Participate in data and research within the Cardiothoracic Unit.
9. Coordinate and participate in the clinical teaching and demonstration of perfusion equipment and procedures to undergraduate and postgraduate nursing and medical staff.
10. 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.
11. 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:

General supervision is provided by members of the cardiac surgery team (Surgeon, Anaesthetist and Senior Perfusionist) while carrying out cardiopulmonary bypass and associated procedures. Professional supervision is provided by relevant specialist staff.

The occupant will:

- Obtain currency of practice by formal educational means and/or participation in relevant professional activities.
- Contribute to the quality of service provided in the relevant Business Unit.
- Under the direction of a cardiac surgeon, cardiac anaesthetist or senior perfusionist, prepare and operate equipment to be used for cardiopulmonary bypass and associated procedures.
- Be responsible for tasks involved in a maintenance program for the equipment used by perfusion services.

- 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:
 - 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. The ability to function effectively as part of a multidisciplinary team, demonstrating appropriate initiative for priority setting, goal achievement and time management.
2. The ability to understand and provide preventative maintenance to all perfusion and associated equipment.
3. Sound organisational skills, particularly with regard to the recording and maintenance of perfusion information during operations.
4. Well-developed interpersonal, communication and leadership skills.
5. Ability to maintain computer databases and other computer based files.

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 | Tasmanian Department of Health](#).