

DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Speech Pathologist
Position Number:	518490
Classification:	Allied Health Professional Level 1-2
Award/Agreement:	Allied Health Professionals Public Sector Unions Wages Agreement
Group/Section:	Hospitals South – Primary Health Services Community Rehabilitation Unit
Position Type:	Permanent, Full Time
Location:	South
Reports to:	Senior Speech Pathologist
Effective Date:	August 2017
Check Type:	Annulled
Check Frequency:	Pre-employment
Essential Requirements:	<p>Tertiary qualification/program of study accredited by Speech Pathology Australia Eligible for membership with the Speech Pathology Australia</p> <p><i>Or where regulatory requirements exist, NDIS Q&S Commission Provider Registration Requirements</i></p> <p>Full member of Speech Pathology Australia</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:	Current Driver's Licence

Position Features: Rotation across clinical work areas in the Southern rehabilitation services may be required

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:

Within the Tasmanian Health Service Framework and in accordance with Agency policy and procedures, the speech pathologist will:

- Assess, plan and carry out treatment programs, in accordance with organisational policies and the professional code of conduct, for clients referred to the Community Rehabilitation Unit (CRU). Rotation across clinical work areas in rehabilitation may be required.
- Provide care collaboratively with the client and carer and other members of the interdisciplinary team.
- Assist the Senior Speech Pathologist in ensuring best practice standards for speech pathology services provided at CRU.

Duties:

1. Work as an effective member of the interdisciplinary rehabilitation team through provision and coordination of assessment, planning, implementation and review of speech pathology intervention programs and group sessions for clients and their carers referred to CRU.
2. Accurately record and maintain unit data requirements and details of clients' assessments, treatments and discharge summaries to the required professional standard, in the electronic records.
3. Participate as required in the development and implementation of:
 - Group sessions
 - Client and carer education and training
 - Case conferences and interdisciplinary intervention programs
4. Delegate appropriate tasks to therapy assistants working in the interdisciplinary rehabilitation team and monitor and revise these tasks/programs to ensure they are performed in a safe and effective manner.
5. Assist the Senior Speech Pathologist in:
 - Developing and monitoring policies and procedures for speech pathology services provided by CRU
 - Developing and reviewing resources for the use of the speech pathology service and for CRU
 - Providing a clinical program for students
6. Work as an effective member of the interdisciplinary rehabilitation team in achieving both the client's and the unit's outcomes.
7. Participate in quality improvement programs and clinical research activities, and assist in the development and implementation of strategies for change, and that contribute to continuous improvement in the delivery of best practice care to clients and their carers referred to CRU.
8. Maintain contemporary professional knowledge through appropriate continuing professional development and evidence based practice activities, and contribute to the provision of education programs for staff in the unit.

9. 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.
10. 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:

The Speech Pathologist is responsible for:

- Exercising professional judgement in problem solving and managing assessment and therapeutic interventions as part of the interdisciplinary rehabilitation team, under general guidance of the Senior Speech Pathologist.
- Participating in regular direct supervision and performance reviews provided with the Senior Speech Pathologist.
- Complying with the code of ethics of Speech Pathology Australia and for working within Agency, policies and procedures.
- Contributing to the provision of coordinated rehabilitation programs for clients through liaison with referrers and other stake holders to facilitate clients smooth transition into and out of the CRU.
- Championing 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, exercising 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.
- Complying 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. Knowledge of current clinical speech pathology and client-centred practice, including assessment and intervention techniques relevant to an adult rehabilitation context.
2. Experience and demonstrated ability to contribute to the effective functioning of the interdisciplinary and speech pathology teams to enhance client rehabilitation outcomes.
3. Demonstrated time management and prioritisation skills, and a demonstrated ability to work with general supervision, seeking guidance as appropriate.
4. Evidence of highly developed verbal and written communication skills and an ability to tailor communication styles to meet the needs of the individual or group.
5. Demonstrated ability to exercise professional judgement, initiative, flexibility and to develop creative solutions in an environment subject to change and pressure.
6. Demonstrated commitment to on-going professional growth and development, and evidence of motivation and ability to provide a high quality, progressive service within the organizational context.
7. Proven ability to adapt and work collaboratively in a challenging, complex, and changing environment.

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](#).