

Position	Senior Respiratory Scientist
Classification	MeS3
Division	Medicine
Department / Section / Unit / Ward	Respiratory and Sleep Services/Respiratory Function Laboratories
Role reports to	Operationally: > Principal Scientist Professionally: > Principal Scientist
CHRIS 21 Position Number M56579	Role Created / Review Date 31/05/2023
Criminal History Clearance Requirements <input checked="" type="checkbox"/> National Police Check <input checked="" type="checkbox"/> Child - Prescribed (Working with Children Check)	Immunisation Risk Category Category A (direct contact with blood or body substances)

JOB SPECIFICATION

Primary Objective(s) of role:

The SALHN Respiratory Function Laboratories (RFL) provides high quality diagnostic respiratory measurements to patients referred to the SALHN Respiratory and Sleep Services. In addition, the RFL provides respiratory physiology education and training to a range of SALHN employees including respiratory scientists, nursing, medical students, junior medical staff and respiratory advanced trainees.

The Senior Respiratory Scientist has day to day responsibility for the management and operation of the Noarlunga GP Plus Supercentre laboratory.

The senior respiratory scientist is a member of the RFL Management group along with the Principal Respiratory Scientist and Quality Officer. As such the Senior Respiratory Scientist has significant input into Laboratory policy and planning with shared responsibility for ensuring that the operational standards, efficiencies of the work unit and service quality are maintained and enhanced.

The Senior Respiratory Scientist plays a key role in the training and education of new and junior scientists with continued mentoring and ongoing provision of educational and training support within the RFL

The incumbent supervises and provides professional guidance to a small team of subordinate medical scientists, requiring a high degree of professional independence, initiative and competence.

The Senior Respiratory Scientist promotes a collaborative, productive and respectful workplace that contributes positively to the patient's health care journey.

Direct Reports: (List positions reporting directly to this position)

- > **Responsible for direct daily supervision of scientific staff within the Respiratory Function Laboratory**

Key Relationships / Interactions:

Internal:

- The Senior Medical Scientist is a senior member of RFL management, including the Quality Officer, the RFL Principal Scientist and the RFL Clinical Director, and is directly accountable to the RFL Principal Scientist.
- Provides functional direction and supervision to respiratory scientists within the RFL.
- Works collaboratively within the SALHN Respiratory and Sleep Service interacting with administration, nursing, allied health, resident medical staff and consultants.
- Plays a developmental role in clinical education for medical, nursing, biological engineering staff and students

External:

- > **The incumbent will build relationships with various clinical groups who refer patients to the RFL for assessment**

Challenges associated with Role:

Major challenges currently associated with the role include:

- > Providing evidenced based care, developing clinical skills while keeping up to date with professional standards of practice and quality management initiatives consistent with organisational policies
- > Working with aged population where there are multiple complexities and diverse cultural backgrounds.
- > Recognising and responding to clinical deterioration or other incidents and escalating appropriately
- > Working between two sites
- > Donning of PPE for prolonged periods may be required and potential contact with aerosols
- >

Delegations: (As defined in SALHN instruments of delegations)

(Levels / limits of authority in relation to finance, human resources, Work Health and Safety and administrative requirements as defined by Departmental delegations and policies.)

Financial	N/A
Human Resources	N/A
Procurement	N/A

Resilience

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

Performance Development

It is your responsibility to actively participate in the Performance Review & Development Program which will include a six (6) monthly review of your performance against the responsibilities and key result areas associated with your position and a requirement to demonstrate appropriate behaviours which reflect a commitment to South Australian Public Sector and SALHN values and strategic directions.

General Requirements

Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Policies, Procedures and legislative requirements including but not limited to:

- > National Safety and Quality Health Care Service Standards.
- > *Work Health and Safety Act 2012 (SA)* 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 in 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)*
- > *Public Interest Disclosure Act 2018*.
- > Disability Discrimination.
- > Information Privacy Principles.
- > 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.
- > *Mental Health Act 2009 (SA)* and Regulations.

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.

Special Conditions

- > 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* and Child Safety (Prohibited Persons) Regulations 2019 must obtain a Working with Children Clearance through the Screening Unit, Department of Human Services.
- > Working with Children Clearance must be renewed every five (5) years.
- > 'Approved Aged Care Provider Positions' as defined under the Accountability Principles 1998 made in pursuant to the *Aged Care Act 2007* (Cth) must be renewed every 3 years.
- > Appointment and ongoing employment is subject to immunisation requirements as per Risk Category identified on page 1.
- > 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 2008* 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.

Key Result Areas	Major Responsibilities
Direct/indirect patient/client care	<ul style="list-style-type: none"> > Commitment to delivering high quality and safe care consistent with the SALHN Integrated Governance Framework and Consumer Engagement Framework and Plan. > Performing routine and complex tests of lung function
Management of a small work unit of junior medical scientists including prioritising work, training of staff, monitoring workflow and setting local strategic plans.	<ul style="list-style-type: none"> > Managing workloads and resources to ensure an efficient and effective service > Assessing and reviewing the work standards of scientific staff to ensure that relevant processes and procedures are followed appropriately > Monitoring and maintaining equipment to ensure reliability and accuracy of testing including recognising equipment and system issues, troubleshooting and implementing effective solutions > Ensuring clinical reports are technically accurate, comprehensive and distributed in a timely manner. > Designing and implementing staff rosters > Monitoring of staff leave
Responsible for teaching and educational activities	<ul style="list-style-type: none"> > The Senior Scientist is the designated Education and Training Officer for SALHN RFL > Teaching scientific, medical or nursing staff, including assisting and/or providing supervision of undergraduate students, resident medical officers and physician trainees attending the RFL > Providing discipline respiratory scientific information to medical staff, nursing staff, healthcare professionals or other respiratory laboratories > Facilitating education sessions, presentations or lectures to the RFL, the Respiratory Medicine Unit and professional organisations external to the service > Identifying and supporting the professional development of junior RFL scientist and providing training and education opportunities as necessary >
Contribute to professional standards and objectives to increase the value, contribution and effectiveness of the service	<ul style="list-style-type: none"> > Participating in the development and maintenance of the Quality Management System ensuring it meet national and international standards, in particular, TSANZ Respiratory Laboratory accreditation requirements > Ensuring laboratory procedures meet the requirements of professional and regulatory bodies > Responsibility for the performance and reporting of internal audits, management reviews, non-conformances, and corrective and preventive actions. > Designing, implementing, and participating in quality assurance activities in the RFL including the monitoring of customer satisfaction and resolution of service issues > Developing and implementing systems to ensure that plant and equipment is maintained to a high level. > Establishing and maintaining systems and strategies to evaluate performance leading to improvement and achievement of best practice standards >
Influence organisational attitudes and professional development policy by determining operational priorities, strategies and allocation of resources	<ul style="list-style-type: none"> > Setting RFL policy and defining goals and key performance indicators > Monitoring outcomes to ensure that established objectives and agreed key performance indicators are met > Optimizing delivery of testing, reporting and advisory services to clients > Developing and implementing new and expanded service initiatives

	<ul style="list-style-type: none"> > Effectively communicating and collaborating with members of the RFL senior management team, specifically in raising awareness of trends and problems in service delivery
Contribution to the organisational objectives and outcomes through problem definition, assessment, planning, liaison, execution, analysis, interpreting and reporting	<ul style="list-style-type: none"> > Knowledge and application of scientific principles as they relate to complex pulmonary function testing and respiratory physiology, including review and analysis of relevant literature and awareness of significant scientific developments within the field. > Liaising with local, interstate and international professionals within the discipline to develop and improve existing practice > Establishing functional relationships with other respiratory services to share expertise and establish professional networks > Representing the RFL in professional groups or organisations external to the service >
Involved in the development and provision of formal professional advice and advisory/consultancy services to other agencies, industry representatives and the public	<ul style="list-style-type: none"> > Participation in relevant research programs particularly in the area of lung function and respiratory physiology; > Attendance at, and participation in, local, national and international scientific conferences > Mentoring of junior staff and students within the relevant discipline. > Represents the respiratory scientist or broader team on relevant committees and working groups >
Contribution to effective operation of unit	<ul style="list-style-type: none"> > Contributing to the development of an integrated team approach and culture which is highly responsive to the needs of our consumers. > Contributing to the promotion and implementation of the objects and principles of the Health Care Act 2008 and Public Sector Act 2009 (inclusive of the Code of Ethics for the South Australian Public Sector). > Adhering to the provisions of relevant legislation including, but not limited to, the Equal Opportunity Act 1984, Work Health and Safety Act 2012 (SA) (WHS), Awards and Enterprise Agreements. > Demonstrating appropriate behaviours which reflect a commitment to the Department of Health values and strategic directions. > Undertaking training as required to attain and maintain required competency of skills and knowledge applicable to the role.

1. ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications

- > Bachelor of Applied Science or equivalent

Personal Abilities/Aptitudes/Skills

- > Commitment to quality
- > Professionally independent, innovative, and competent
- > High level of analytical skill to identify and progress work group objectives, including recognition of problems with development of acceptable practical solutions
- > Demonstrated high level of initiative
- > Demonstrated high level of organisational skills
- > Demonstrated high level of interpersonal skills that facilitate team building behaviours with
- > Demonstrated high level of written and verbal communication skills
- > Demonstrated thoroughness and attention to detail
- > Demonstrated ability to teach new concepts and impart knowledge to other staff

- > Proven commitment to the principles and practise of:
 - EEO, Ethical Conduct, Diversity and Worker Health & Safety.
 - Quality management and the provision of person and family centred care.
 - Risk management.

Experience

- > Extensive experience in respiratory physiology and measurements
- > Demonstrated expertise in teaching, and education particularly in respiratory physiology and measurements
- > Experience in a physiology laboratory environment
- > Experience with Quality Assurance processes including document preparation meeting accreditation standards
- > Proven experience in delivering high quality and safe care consistent with the National Safety and Quality Health Care Service Standards.

Knowledge

- > Comprehensive knowledge of respiratory physiology
- > Comprehensive knowledge of laboratory procedures
- > Awareness of National Safety and Quality Health Service Standards
- > Understanding of Delegated Safety Roles and Responsibilities
- > Understanding of Work Health Safety principles and procedures
- > Understanding of Quality Management principles and procedures
- > Awareness of person and family centred care principles and consumer engagement principles and procedures

2. DESIRABLE CHARACTERISTICS (to distinguish between applicants who meet all essential requirements)

Personal Abilities/Aptitudes/Skills

- > Demonstrated leadership and supervisory skills that encourage and nurture a team environment in accordance with performance management principles
- > Demonstrated presentation skills

Experience

- > Proven experience in basic computing skills, including email and word processing
- > Experience in providing high quality customer service, working in high pressure environment with appropriate prioritisation of a range of complex tasks

- > Experience in staff supervision, training, mentoring, and managing staff performance and workflow in accordance with laboratory demands

Knowledge

- > Awareness of the Charter of Health and Community Services rights.
- > Knowledge of national and international standards relating to Respiratory Function testing.
- > Knowledge of RFL quality assurance practices.

Educational/Vocational Qualifications

- > An Honours or higher degree in a professional field of relevance to the assessment of respiratory physiology
- > Postgraduate qualification in medical or clinical education
- > Evidence of ongoing professional development through attendance at, and participation in, national and international meetings of professional societies
- > Achievement of Certification as a Respiratory Function Scientist through the Australian and New Zealand Society of Respiratory Science.
- > Credentialed with Australian Council of Clinical Physiologists (ACCP)

Other Details

- > List other desirable characteristics not listed above.

Organisational Overview

Our mission at SA Health is to lead and deliver a comprehensive and sustainable health system that aims to ensure healthier, longer and better lives for all South Australians. We will achieve our objectives by strengthening primary health care, enhancing hospital care, reforming mental health care and improving the health of Aboriginal people.

SA Health is committed to a health system that produces positive health outcomes by focusing on health promotion, illness prevention and early intervention. We will work with other government agencies and the community to address the environmental, socioeconomic, biological and behavioural determinants of health, and to achieve equitable health outcomes for all South Australians.

SA Health Challenges

The health system is facing the challenges of an ageing population, increased incidence of chronic disease, workforce strategies, and ageing infrastructure. The SA Health Strategic Plan has been developed to meet these challenges and ensure South Australians have access to the best available health care in hospitals, health care centres and through GPs and other providers.

Our Legal Entities

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health and Wellbeing. The Department for Health and Wellbeing is an administrative unit under the Public Sector Act 2009.

Governing Boards

The State Government is reforming the governance of SA Health, including from 1 July 2019 the establishment of 10 Local Health Networks, each with its own Governing Board.

Statewide	> Women's and Children's Health Network
Metropolitan	> Central Adelaide Local Health Network > Southern Adelaide Local Health Network > Northern Adelaide Local Health Network
Regional	> Barossa Hills Fleurieu Local Health Network > Yorke and Northern Local Health Network > Flinders and Upper North Local Health Network > Riverland Mallee Coorong Local Health Network > Eyre and Far North Local Health Network > South East Local Health Network

Southern Adelaide Local Health Network (SALHN)

SALHN provides care for more than 350,000 people living in the southern metropolitan area of Adelaide as well as providing a number of statewide services, and services to those in regional areas. More than 7,500 skilled staff provide high quality patient care, education, research and health promoting services.

SALHN provides a range of acute and sub-acute health services for people of all ages.

SALHN includes

- > [Flinders Medical Centre](#)
- > [Noarlunga Hospital](#)
- > [GP Plus Health Care Centres and Super Clinics](#)
- > [Mental Health Services](#)
- > Sub-acute services, including [Repat Health Precinct](#)
- > [Jamie Larcombe Centre](#)
- > [Aboriginal Family Clinics](#)



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; it sets out the **South Australian Public Sector Values** as:

- > **Service** – We proudly serve the community and Government of South Australia.
- > **Professionalism** – We strive for excellence.
- > **Trust** – We have confidence in the ability of others.
- > **Respect** – We value every individual.
- > **Collaboration & engagement** – We create solutions together.
- > **Honesty & integrity** – We act truthfully, consistently, and fairly.
- > **Courage & tenacity** – We never give up.
- > **Sustainability** – We work to get the best results for current and future generations of South Australians.

The Code recognises that some public sector employees are also bound by codes of conduct relevant to their profession.

Domestic and Family Violence

The Southern Adelaide Local Health Network (SALHN) recognises the devastating impact domestic or family violence can have on the lives, of those who experience abuse and are committed to supporting employees who experience domestic or family violence by providing a workplace environment that provides flexibility and supports their safety.

Role Acceptance

I have read and understand the responsibilities associated with the Senior Respiratory Scientist in the Division of Medicine, Cardiac and Critical Care and organisational context and the values of SA Health as described within this document.

Name

Signature

Date