

DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Palliative Care Medical Specialist (South)
Position Number:	505596
Classification:	Specialist Medical Practitioner Level I-I I
Award/Agreement:	Medical Practitioners (Public Sector) Award
Group/Section:	Hospitals South - Cancer, Chronic Disease, Sub-Acute Care and Community Services (CCDSAC&CS) Palliative Care Service
Position Type:	Permanent/Fixed-Term, Full Time/Part Time
Location:	South
Reports to:	Head of Department
Effective Date:	August 2022
Check Type:	Annulled
Check Frequency:	Pre-employment
Essential Requirements:	<p>Specialist or limited registration with the Medical Board of Australia in a relevant specialty</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:	<p>Fellow of the Australasian Chapter of Palliative Medicine (FChPM) or a senior medical practitioner with a minimum of 4 years' experience in Palliative Medicine</p> <p>Current Driver's Licence</p>
Position Features:	Participates in an oncall roster for Palliative Care Medical Specialists

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:

Overall responsibility for the provision of effective specialist palliative care medical services, consultancy and advice to palliative care clients, including teaching and research for general practitioners, undergraduate students, generalist health service providers, and specialist health service providers within the Palliative Care Service, the Royal Hobart Hospital (RHH), the Palliative Care Unit (J.W. Whittle) and Palliative Care community based settings.

Duties:

1. Clinical Role:

- Responsibility for providing specialist direct medical treatment and care to palliative care clients of inpatient and community based settings.
- Provides specialist palliative care medical support and advice to medical practitioners, palliative care nurses and social workers and where necessary, provide direct patient care to referred patients
- Provides consultancy service within the Palliative Care Service, the RHH, Palliative Care Unit (Whittle), and the community based settings and facilitates a seamless service for clients

2. Service Role:

- Participate in conjunction with other members of the inter/multidisciplinary team in continually designing, evaluating and improving the standard and outcomes of the clinical palliative care services provided.
- Provide expert clinical consultancy, review, advice and support to other members of the inter/multidisciplinary team.
- Ensure complaints are recorded and investigated in accordance with Departmental guidelines.
- Involvement in peer review and quality improvement activities.
- Ensure ethical and medico-legal considerations and reporting are observed in all aspects of patient management.
- Participate in the palliative care after hours and on-call roster with the other palliative care medical specialists in the Palliative Care Service within the southern region and other regions as required.

3. Academic - Teaching and Research:

- Participate in teaching programs of medical, nursing and health professional undergraduate and post graduate students in palliative care.
- Participate in teaching programs of, and aid in the support of, rural and urban generalist medical practitioners.
- Maintain an active role in supervision and coordination of a program of clinical research activities appropriate to the specialty of palliative care throughout the Palliative Care Service, the Royal Hobart Hospital, the Palliative Care Unit (J.W. Whittle), and community based settings.

4. Leadership and Innovation:

- Provide leadership in palliative care education and service development to meet the challenge of changing health care systems including care coordination and increased use of information technology.
- Provide linkages between the various health settings.

5. 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:

- Required to operate with a high level of responsibility and high degree of decision making for the delivery of quality specialist medical care and advice pertaining to palliative care clients.
- Responsible for effectively representing the interests of Palliative Care Services.
- Is required to work autonomously on a day-to-day basis under the broad direction of the Head of Department for administrative, service planning and policy matters. Also receives clinical support from the Head of Department for inpatient and community based clinical matters.
- 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.
- 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.

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. Sound knowledge of the philosophy, principles and contemporary specialty practice of palliative care.
2. Demonstrated extensive and recent experience, and a high degree of professional judgement in the assessment and management of terminally ill patients in hospital, hospice and community based settings.
3. Demonstrated ability to work effectively and collaboratively in an inter/multidisciplinary team.
4. Highly developed communication, liaison, negotiation and interpersonal skills with an emphasis on promotion of good interdisciplinary relationships.

5. Demonstrated experience and capacity for palliative care education programs at an undergraduate and postgraduate level and participation in research relating to evidence based practice in palliative care.
6. Demonstrated ability to undertake the promotion of professional development for medical, nursing and health professionals within palliative care, incorporating participation in peer review and development of appropriate monitoring activities and programs for quality improvement.
7. Provide ongoing support, consultancy, advice and education to general practitioners in urban and rural areas of Tasmania for responsive and effective palliative care delivery.

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 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](#).