

Role description

Job ad reference:	H2102WB363080
Role title:	Clinical Director (Medicine)
Status:	Permanent Full Time (80 hours p.f.) (Please note: future vacancies of a temporary, full time and part time nature may also be filled through this recruitment process)
Unit/Branch:	Department of Medicine
Division/Health Service:	Wide Bay Hospital and Health Service
Location:	Hervey Bay and Maryborough Hospitals
Classification level:	L25 - L27 or L18 - L24
Salary level:	\$214,897 - \$227,843 (L25-L27) \$179,703 - \$208,735 (L18-L24)
Remuneration value:	Up to \$432,617 p.a. *
Closing date:	Monday, 15 th March 2021 (applications will remain current for 12 months)
Contact:	Ben Ross-Edwards
Telephone:	(07) 4150 2104
Online applications:	www.smartjobs.qld.gov.au
Application Enquiries:	If you have any queries in relation to applying online, please contact Recruitment Services on (07) 4150 2250.

About Wide Bay Hospital and Health Service

Wide Bay Hospital and Health Service is responsible for the delivery of public hospital and health services including medical, surgical, emergency, obstetrics, paediatrics, specialist outpatient clinics, mental health, critical care and clinical support services to people residing in a geographical area which incorporates the North Burnett, Bundaberg and Fraser Coast local government areas and part of Gladstone local government area (Miriam Vale).

Our Vision

Care Comes First... Through Patients' Eyes

Our Purpose

We support people to improve their lives by delivering patient-centred, high-quality health care for Wide Bay.

Our Values



Each value is supported by five core behaviours, which are the day-to-day demonstrations of our values in action. These are what we expect our entire workforce to aspire to in pursuit of the best possible care for our community.

If you want more information about our values and behaviours, or **Care Comes First... Through Patients' Eyes**, visit our website: www.health.qld.gov.au/widebay



Purpose

- The Clinical Director of Medicine will build and lead a high performing team, delivering excellent clinical care, fostering a rich training and learning environment and develop the strategic academic vision.
- The Clinical Director will be a champion in creating a culture of safety and support Wide Bay's goal of being a great place to work and a great place to receive care.
- Work collaboratively with General Manager – Division of Medicine, Nursing Director and other Directors to deliver an effective overall General Medicine service.

Your key responsibilities

- Fulfil the responsibilities of this role in accordance with the Wide Bay Hospital and Health Service pledges outlined above.
- To comply with the obligation to act and make decisions in a way that is compatible with human rights and, when making a decision, to give proper consideration to human rights as required by the Human Rights Act 2019.
- Fulfil the role within a defined credentialed scope of practice
- This position reports operationally to the General Manager (Division of Medicine) and professionally to the Director of Medical Services and Executive Director of Medical Services
- In partnership with the general manager, provide clinical leadership in the strategic planning, development and delivery of General Medicine services at Hervey Bay and Maryborough Hospitals
- Assume overall responsibility for the delivery of specialist services in the Department of Medicine, ensuring provision of an effective seven day a week consultant lead model of care
- Provide overall Clinical Directorship including the development of protocols and models of care; monitoring and reporting on relevant benchmarks
- Cooperatively work with the General manager and other managers to deliver relevant targets within the health service
- Ensure provision of General Medicine services to patients is in accordance with the standards of the discipline and the ethics of the profession
- Work cooperatively with the General Manager and nursing teams to lead General Medicine services, and ensure integration of multidisciplinary teams within the departments
- Lead, foster and promote engagement, partnership and teamwork across the Division of Medicine
- Initiate, encourage and participate in research, evaluation and evidence-based care aimed at achieving demonstrable improvements and service outcomes
- Establish, maintain and contribute to morbidity and mortality meetings, quality improvement activities, significant incident management to resolution and the management of clinical risks across the service, monitoring outcomes and reporting promptly to the General Manager any significant concerns with quality of care and proactively managing patient feedback
- Manage delivery of patient care in the Department of Medicine, including the management of complex clinical situations
- Provide expert General Medicine services for the patients at Hervey Bay and Maryborough Hospitals and participate in after-hours on call and weekend roster
- Undertake clinical responsibilities providing patient care, liaising with other clinical units and referring hospitals, specialists and GP's, including maintenance of accurate and contemporaneous documentation
- Liaise and collaborate with other members of the multidisciplinary team and, where appropriate, facilitate multidisciplinary team and family meetings, to ensure positive patient
- Work in collaboration with Hospital in the Home (HITH) services and supportive therapies and ensure a consultant-lead model of care to patients within the program outcomes
- Ensure and provide supervision and training to registrars, junior medical staff and other health care team members, including supervision of procedural work
- Actively participate in clinical networks and contribute to relevant Division of Medicine and leadership meetings, quality-related committees and other relevant forums
- Participate in the continuing professional development of self and others, including an annual performance appraisal
- Manage the performance appraisal and development of subordinate medical staff, including assisting with Senior Medical Performance Reviews



- Assist the Executive Director of Medical Services and Medical Administration Unit to ensure that credentialing of all senior medical staff in the Division of Medicine is kept current
- Perform other such duties, compatible with the position, as requested delegated from time to time, by senior management
- Role model desired standards of behaviour, promoting a positive attitude, enthusiasm, respect and support of other staff, effective communication and ethical decision making.

Delegations

This role has been assessed with the following delegations:

1. Human Resource delegation – Band 6 as per the WBHHS Human Resource Delegations Manual
2. Financial Delegation – Level 9 as per the WBHHS Financial Delegations Manual

Key Responsibilities - Occupational Health and Safety

- All staff of Wide Bay Hospital and Health Service are responsible for making the health system safer and more effective by:
 - Having an understanding of their broad responsibilities as a team member and an individual for maintaining safety and quality in health care.
 - Ensuring that safety and Quality Procedures are followed.
 - Provide supervision and education to members of the workforce.
 - Participate in the review of procedures individually or as part of a team.
 - Participate in the development and implementation of organisational processes that improve health care services, development and implementation of safety systems, engagement in improvement initiatives and related training.
 - Take reasonable care of your own health and safety and ensure that your acts/omissions do not adversely affect the health and safety of others.
 - Complete all necessary Occupational Health and Safety (OHS) training and comply with OHS Policy and procedures.
 - Report OHS incidents and assist with risk assessments.
 - Ensure the health and safety of WBHHS workers while at work
 - Provide OHS information, training and supervision
 - Support Incident investigation, undertake risk assessments and ensure risk control measures are implemented
 - Officers are required to take reasonable steps that will support health and safety culture, accountability, the allocation of resources and development of appropriate policies.
 - Due diligence requirements enable an officer to ensure the person conducting the business or undertaking (PCBU) uses and applies appropriate resources, policies, procedures and health and safety practices in the conduct of business or undertaking.
 - If Officer fails to exercise due diligence requirements, they can be held personally liable.
 - The duty to exercise due diligence will always remain with the officer and cannot be out sourced or delegated to trained safety officer

Qualifications/Professional registration/Other requirements

- Mandatory possession of a Medical qualification from a registered tertiary institution and Registration with the Medical Board of Australia (Australian Health Practitioner Regulation Agency) with a current annual practicing certificate is essential.
- Fellowship of the Australasian College of Physicians (FRACP) is preferred, as recognised by the Australian Medical Council, including maintenance of CPD and good standing as required by AHPRA for the maintenance of Specialist Registration.
- Specialist Registrants will be preferred in all positions; however non-specialists or overseas trained specialists may be considered where appropriate and significant progression towards fellowship can be demonstrated. Applicants who have completed specialist qualifications but are yet to be registered as a specialist are encouraged to apply.
- All such qualifications should be submitted to AHPRA for inclusion on their website in which case, this will provide evidence of qualification. Copies of the required information must also be provided in sufficient time to enable the awarding of Scope of Clinical Practice (SoCP) prior to the commencement date.



- All applicants must be awarded Scope of Clinical Practice (SoCP) by the Wide Bay Hospital and Health Service Credentialing and SoCP committee. Information presented for application will be presented to the committee during the selection process, and all appointments are subject to maintenance of SoCP within the CSCF for the facilities in which clinical work is to be undertaken. **This process must be completed prior to commencement.**
- Appointment to this position requires proof of qualification and if applicable registration or membership with the appropriate registration authority or association. Certified copies of the required information must be provided to the appropriate supervisor/manager, prior to the commencement of clinical duties.
- All qualifications should be submitted to AHPRA for inclusion on their website in which case, this will provide evidence of qualification.
- This position requires the incumbent to work at other facilities within the Wide Bay Hospital and Health Service.
- **Licence to Operate Vehicle:** This position requires the incumbent to operate a class C motor vehicle and an appropriate licence endorsement to operate this vehicle is required. Proof of this endorsement must be provided prior to the commencement of duty.
- **Hepatitis B Vaccination:** Health Care Workers in Queensland Health whose occupation poses a potential risk of exposure to blood or body fluids must be immunised against Hepatitis B according to the National Health and Medical Research Council Australian Immunisation Handbook and the Queensland Health Infection Control Guidelines.
- **Vaccination of Preventable Diseases:** It is a condition of employment for this role for the employee to be, and remain, vaccinated against the following vaccine preventable diseases during their employment: measles, mumps, rubella, varicella (chicken pox) and pertussis (whooping cough). Existing staff that are engaged prior to 1 July 2016 are not subject to this condition of employment unless they apply for a role with VPD requirements that is with a different Queensland Health entity (i.e. one HHS to another HHS, Department to a HHS, or HHS to Department)
- **Tuberculosis (TB):** It is a condition of employment for this role for the employee to be assessed for their risk of TB. Existing staff that are engaged prior to 14 December 2018 are not subject to this condition of employment unless they apply for a role that is with a different Queensland Health entity (i.e. one HHS to another HHS, Department to a HHS, or HHS to Department). Should existing staff be concerned about their TB status, they should consult their GP or contact the Metro South Clinical Tuberculosis Services on (07) 3176 4141 or (07) 3176 4166 for advice.
- *** Salary and Allowances:** In addition to the quoted base salary you may be eligible for the following allowances: motor vehicle allowance, professional development allowance, professional development leave 3.6 weeks p.a., professional indemnity cover and private practice arrangements. Overtime and on-call allowances will be negotiated with the successful applicant upon appointment. Superannuation (up to 12.75%) and annual leave loading (17.5%) will be applied additionally to the total remuneration value.

Pre-Existing Injury or medical condition

Wide Bay Hospital and Health Service (WBHHS) takes seriously its legislative obligations to manage the risks associated with pre-existing injury or medical conditions of prospective employees.

Further to WBHHS's obligation under Section 18 of the Work Health and Safety Act 2011, whereby employers are required to provide and maintain, so far as practicable, a working environment that is safe and without risks, Section 571 of the Workers' Compensation and Rehabilitation Act 2003 (WCR Act) enables prospective employers to give a prospective worker a written notice:

- Requesting that the prospective worker disclose any pre-existing illnesses or injuries of which they are aware, which could be reasonably aggravated by performing employment related duties; and
- Informing the prospective worker that a failure to disclose or a false or misleading disclosure means that the employee may not be entitled to compensation under the WCR Act for a work-related aggravation of the pre-existing illness or injury.

Are you the right person for the job?

You will be assessed on your ability to demonstrate the following key attributes. Within the context of the responsibilities described above, the ideal applicant will be someone who can demonstrate the following:

- Demonstrated ability to provide strategic and clinical leadership to the General Medicine team
- Demonstrated ability to competently work as an expert staff specialist in General Medicine



- Demonstrated expert clinical knowledge and skills
- Demonstrated sound clinical judgement and decision-making skills
- Demonstrated commitment to continuing professional education and development, including maintenance of personal knowledge and skills
- Demonstrated willingness to teach others, including interns, junior medical officers and undergraduate medical students
- Demonstrated ability to work as part of a multidisciplinary team approach to care and service provision
- Ability to maintain accurate and complete medical records and other written documentation
- High level verbal and written communication skills and the ability to work and liaise with junior and senior medical staff, and other health professionals
- Sound theoretical knowledge, practical skills and ethical behaviour required of a medical practitioner
- Commitment to the principals of quality improvement, patient safety and clinical governance
- Proven ability to practice in a cross-cultural environment

How to apply

Please provide the following information to the panel to assess your suitability:

- **Your current CV or resume, including referees.** You must seek approval prior to nominating a person as a referee. Referees should have a thorough knowledge of your work performance and conduct, and it is preferable to include your current/immediate past supervisor. By providing the names and contact details of your referee/s you consent for these people to be contacted by the selection panel. If you do not wish for a referee to be contacted, please indicate this on your resume and contact the selection panel chair to discuss.
- **Medical CV Template.** Applicants are to complete the Medical CV Template provided.
- **A short statement (maximum 1–2 pages)** on how your experience, abilities, knowledge and personal qualities are relevant for the role, taking into account the key responsibilities and attributes noted in the 'Are you the right person for the job?' section.
- **Submit your application online at www.smartjobs.qld.gov.au** by the closing date ensuring completion of the online questionnaire

About the Health Service/Division/Branch/Unit

Wide Bay Hospital and Health Service (WBHHS) provides health services to a fast growing regional area. The Health Service covers the coastal stretch from Agnes Waters in the north to Maryborough and Hervey Bay in the South and includes the accompanying rural hinterland. Included in WBHHS are Hervey Bay and Maryborough Hospitals and Bundaberg Hospital, the main referral centres, with health facilities at Gin Gin, Childers, Biggenden, Eidsvold, Mundubbera, Gayndah, Mt Perry and Monto. The WBHHS serves a population of approximately 219,000 residents.

Across the Health Service, a range of specialty services are provided including acute care, surgical, medical, maternity, mental health rehabilitation and aged care services. Hervey Bay and Bundaberg Hospitals provide care in some major adult specialties and provide support to the surrounding smaller rural hospitals in the Health Service. The Health Service has a number of Multipurpose Health Services that provide access to integrated health and aged care services to smaller communities. WBHHS promotes the use of Telehealth, which enables patients to receive quality care closer to home via videoconferencing technology, reducing the need for travel and increasing access to specialised healthcare for people in regional and rural communities.

The Health Service provides a variety of primary and community health services including oral health, child health, school health, health promotion, environmental health, aged care and rehabilitation, aged care facilities, sexual health services and drug and alcohol services. WBHHS also provides a comprehensive and fully integrated mental health service to residents in both the community and acute care settings.

The Wide Bay is well known for its relaxed lifestyle, natural beauty and local attractions. Bundaberg is located at the southern tip of the Great Barrier Reef with access to coral islands and scuba diving. Possibly the most famous beach in Bundaberg is Mon Repos. Located 15kms east of Bundaberg, Mon Repos is known for having the largest concentration of nesting marine turtles on the eastern Australian mainland and is considered one of the two largest loggerhead turtle rookeries in the South Pacific Ocean.



For a taste of the Australian bush, Cania Gorge, located in the hinterland west of Monto, is popular for bushwalks and abseiling.

The Fraser Coast includes the world-heritage listed Fraser Island, which has a unique and unspoilt landscape including rainforests with abundant fresh water lakes and crystal clear creeks. From July to November, during their annual migration, Humpback whales take time out in the protected waters of Hervey Bay. The whales perform a variety of behaviours providing a spectacular display for visitors and locals.

The land within the WBHHS region encompasses the following Traditional Custodian Groups: Butchulla; Byellie; Darielbelum / Dundubara; Djaku-nde; Gooreng Gooreng; Gurang; Jangerie Jangerie; Kabi; Taribelang Bunda, and Wakka Wakka. WBHHS

Wide Bay Hospital and Health Service respectfully acknowledges the traditional owners and custodians, both past and present, of the area we service. We also declare our commitment to reducing inequalities in health outcomes for Aboriginal and Torres Strait Islander people in line with the Australian Government's Closing the Gap initiative. WBHHS is committed to achieving a diverse workforce and strongly encourage applications from Aboriginal and Torres Strait Islander people".

Pre-employment screening

Pre-employment screening, including criminal history and discipline history checks, may be undertaken on persons recommended for employment. The recommended applicant will be required to disclose any serious disciplinary action taken against them in public sector employment, as well as any other availability information that could preclude them from undertaking the role. Roles providing health, counselling and support services mainly to children will require a Blue Card. Please refer to the Information Package for Applicants for details of employment screening and other employment requirements.

Health professional roles involving delivery of health services to children and young people

All relevant health professionals (including registered nurses and medical officers) who in the course of their duties formulate a reasonable suspicion that a child or young person has been abused or neglected in their home/community environment, have a legislative and a duty of care obligation to immediately report such concerns to the Department of Child Safety.

All relevant health professionals are also responsible for the maintenance of their level of capability in the provision of health care and their reporting obligations in this regard.

Salary Packaging

To find out whether or not your work unit is eligible for the Public Hospital Fringe Benefits Tax (FBT) Exemption Cap please refer to the Salary Packaging Information Booklet for Queensland Health employees available from the Queensland Health Salary Packaging Bureau Service Provider – RemServ at <http://www.remserv.com.au>. For further queries regarding salary packaging RemServ's Customer Care Centre may be contacted via telephone on 1300 30 40 10.

Disclosure of Previous Employment as a Lobbyist

Applicants will be required to give a statement of their employment as a lobbyist within one (1) month of taking up the appointment. Details are available at:

<http://www.psc.qld.gov.au/library/document/policy/lobbyist-disclosure-policy.pdf>

Probation

Employees who are permanently appointed to Queensland Health may be required to undertake a period of probation appropriate to the appointment. For further information, refer to Probation HR Policy B2

http://www.health.qld.gov.au/hrpolicies/resourcing/b_2.pdf



No Smoking Policy

From 1 January 2015, it is against the law to smoke at all public and private health facilities, and for five metres beyond their boundaries. These laws include all staff and patient residential areas on healthcare facility land.

Privacy Notice

Personal information collected by Wide Bay Hospital and Health Service (WBHHS) is handled in accordance with the *Information Privacy Act 2009*. All personal information collected will be securely stored and will not be disclosed to other third parties without consent. For information about how WBHHS protects your personal information, or to learn about your right to access your own personal information, please see www.health.qld.gov.au

WBHHS may use applicant details to provide promotional information about job opportunities and organisational updates relating to WBHHS. Applicants can unsubscribe from these communications at any time by emailing: Recruitment-Wide-Bay@health.qld.gov.au

Vision for the public service

To be a government of the 21st century, one government that is connected and working together to deliver smarter, simpler outcomes that are responsive to the needs of Queenslanders now and for the future. We will create opportunities in partnership that are all about positive outcomes rather than just service delivery and regulation.

To enable this vision, the Queensland Public Service (QPS) is transforming from a compliance focus to a more values-led way of working. The following five values statements underpin behaviour's that will support and enable better ways of working and result in better outcomes for Queenslanders.



Customers first

- Know your customers
- Deliver what matters
- Make decisions with empathy



Ideas into action

- Challenge the norm and suggest solutions
- Encourage and embrace new ideas
- Work across boundaries



Unleash potential

- Expect greatness
- Lead and set clear expectations
- Seek, provide and act on feedback



Be courageous

- Own your actions, successes and mistakes
- Take calculated risks
- Act with transparency



Empower people

- Lead, empower and trust
- Play to everyone's strengths
- Develop yourself and those around you

Organisational Structure

