

Principal House Officer / Registrar – General Medicine

Our Destination 2030: Great Care for Central Queenslanders strategy will shape the future of healthcare across our region, and support our aim for Central Queenslanders to be amongst the healthiest in the world. Great staff working in great teams with a culture of supporting and investing in our people's future. Find out more visit online

www.health.qld.gov.au/cq/destination-2030

Great People, Great Place to Work



Role Details

Role Title	Principal House Officer / Registrar – General Medicine	Classification	L4 – L9
Status	Temporary Full Time (For 12 months, with possibility of extension) (Multiple positions available)	Salary	\$110,712 – \$128,362 p.a.
Unit/Facility	Central Queensland Hospital and Health Service	Total Package	Up to \$146,456 p.a.
Location	Rockhampton Hospital*	Contact	Dr Thin Han (07) 4920 6227
Job Ad Reference	RK1B365301	Closing Date	Sunday, 11 April 2021

***Additional Locations:** This role provides services to – Gladstone, Rockhampton, Emerald, Biloela and Moura Hospitals, Capricorn Coast Hospital and Health Service, Mount Morgan, Woorabinda, Blackwater, Springsure, Theodore and Baralaba Multipurpose Health Services, Rockhampton Community Health Service

Central Queensland Hospital and Health Service (CQHHS)

CQ Health provides public health services across Central Queensland, in hospitals and in the community. CQ Health is a statutory body governed by our Board. We serve a growing population of approximately 250,000 people and employ more than 3,700 staff, treating more than 700,000 patients each year. The health service has a diverse geographic footprint, ranging from regional cities to remote townships in the west and beachside communities along the coast.

Rockhampton Hospital

Rockhampton Hospital is a 305-bed facility and is the main referral hospital for Central Queensland, now providing integrated cancer care services in Central Queensland in the newly established building boasting state of the art medical equipment. The other primary hospitals within the health service are Gladstone, Emerald, Yeppoon and Biloela together with many smaller rural units transfer patients through to Rockhampton for specialist care and investigation. Rockhampton Hospital provides training for Medical Students participating in University of Queensland – Central Queensland Rural Clinical School, and has links with the Central Queensland University for Nursing and Health Studies. There is a strong emphasis on strengthening the “grow your own” medical workforce with an active Medical Education Unit and registrar training as a major focus within the health service.

CQ Health

Living our values

Care

We are attentive to individual needs and circumstance

Integrity

We are consistently true, act diligently and lead by example

Respect

We will behave with courtesy, dignity and fairness in all we do

Commitment

We will always do the best we can all of the time



Specialist Medical Services offered at the Rockhampton Hospital include Emergency Medicine, General Medicine, Cardiology, Renal Medicine, Palliative Care, Psychiatry, Rehabilitation, Geriatric Medicine, Paediatrics, General Surgery, Orthopaedics, Urology, ENT, Obstetrics and Gynaecology, Intensive Care and Anaesthetics. There are also a range of clinical services provided on a visiting basis from tertiary hospitals in Queensland. Rockhampton Hospital has recently gained accreditation for training in emergency medicine as well as being accredited for training in general surgery, anaesthetics, intensive care, general medicine, paediatrics, obstetrics and gynaecology and psychiatry. The Clinical Director is responsible for the supervision and co-ordination of duties of the various Visiting and Staff Specialists, Senior Medical Officers, Registrars, Resident Medical Officers and Medical Students on placement with the Department.

Want to learn more? CQ Health: www.health.qld.gov.au/cq

The Opportunity

Assist the Director, Staff Specialists and Senior Medical Staff in ensuring the General Medicine services provided by the Central Queensland Hospital and Health Service, Rockhampton Hospital are of the highest standard and delivered in an efficient and effective manner given available resources.

Total Package

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| <ul style="list-style-type: none">• Up to 12.75% employer superannuation contribution• Annual leave loading 17.5%• Salary packaging• Work/life balance, variety and flexibility• Employee Assistance Program | Additional benefits to this role include: <ul style="list-style-type: none">• Professional Development Leave 1-week p.a.• Professional Development Allowance |
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The Role

- Fulfil the responsibilities of this role in accordance with the Queensland Public Service and CQ Health values.
- Actively participate in the Performance Appraisal and Development (PAD) process and engage in continuous learning and workplace improvement and innovation.
- Understand your broad responsibility for safety and quality in healthcare, actively participate in continuous quality and safety improvement activities within the workplace and notify a relevant clinical or non-clinical responsible officer when concerns exist about workplace or patient safety.
- Carry out work in accordance with prescribed practices and procedures and in a manner, that will not create health and safety hazards for yourself or others in the workplace.
- Understand your accountability to uphold the principles and practices of the Health Service's Health and Safety Management System in accordance with legislation and industry standards. As a supervisor actively promote good health and safety practices to staff of your work area.

Quality, Safety and Risk

- Follow defined service quality standards, occupational health and safety policies and procedures relating to the work being undertaken in order to ensure high quality, safe services and workplaces.
- Participate in quality and safety activities as required to promote improved service delivery and ensure safety and reliability underpins all we do.

Clinical Functions

- Provide a high quality General Medical service based on the principles of evidence-based medicine and best practice.

- At the discretion of the Clinical Director the appointee may be required to cover other duties within the department in extraordinary circumstances.
- Under the direction of senior medical staff manage patients to ensure that problems are fully assessed and identified.
- Under the direction of senior medical staff plan comprehensive clinical care and management.
- Supervise the appropriate election and arrangement of investigations.
- Maintain appropriate comprehensive and concise clinical documentation, including: observations, opinions, diagnoses, other data and procedures undertaken.
- Maintain appropriate summary documentation, particularly when the patient is transferred, including discharge summaries and letters.
- In consultation with senior medical staff, develop proficiency when required for the medical aspects of management of patients in the surgical department.
- When rostered may be responsible for fulfilling the role of PHO on night duty with back-up from an SMO on call.
- In consultation with senior medical staff, ensure that patient flow is optimised and compliance targets (NEAT) are met.
- Other clinical duties relevant to the position as required, e.g. Attend the medical MDT Huddle meeting.

Teamwork and Communication

- Maintain good communications with all areas and disciplines within the health service and with local medical practitioners to ensure the smooth and effective operation of the hospital.

Education and Research

- Participate in clinical meetings, continual professional improvement and medical education.
- Participate in the education of patients and their relatives.
- Assist in the teaching responsibilities of the unit in respect of junior medical staff, medical students and other junior professionals.
- Be aware of and adhere to all Queensland Health and hospital policies and procedures.

Mandatory Qualifications / Professional Registration / Other Requirements

- MBBS or equivalent eligible for registration with the Medical Board of Australia.
- This position requires the incumbent to operate a C Class motor vehicle, and an appropriate licence endorsement to operate this type of vehicle is required. Proof of this endorsement must be provided before commencement of duty.
- Appointment to this position requires proof of qualification and 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.
- Proof of identify documents: Candidates must provide certified copies of requested proof of identify documents for the purposes of General Criminal History and National Police Certificate checks.

How you will be Assessed

You will be assessed on your ability to demonstrate the best fit for the role. Within the context of the responsibilities described under 'The role', the ideal applicant will be someone who can demonstrate the following:

Quality, Safety and Risk

- An understanding of the importance of quality, safety and risk in a healthcare environment.

Clinical Functions

- Demonstrated clinical experience and skills in General Medicine for the provision of clinical services to the General Medicine Department at Principal House Officer level.

Communication and Teamwork

- Demonstrated ability to communicate effectively (verbal and written) with staff and patients.
- Demonstrated ability to work as a team member in a multidisciplinary approach to service provision.

Education and Research

- Demonstrated willingness to participate in teaching at undergraduate and postgraduate levels and demonstrated commitment to continuing professional education including maintenance of personal knowledge and skills.
- Demonstrated understanding and commitment to the principles of quality and review.

How to Apply

- Download package available from www.smartjobs.qld.gov.au using the job ad reference number (JRN). All applications must be submitted online via Smartjobs.
- Provide the following information to the panel to assess your suitability:
 - Your current CV or resume, including referees.
 - A short response (maximum 1-2 pages) on how your experience, abilities and knowledge would enable you to achieve the accountabilities and responsibilities, meet the organisational values and “how you will be assessed”.
 - Provide referees that have a thorough knowledge of your work performance and conduct that have been your recent 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 clearly indicate this on your resume.
 - Include any additional forms or evidence as necessary from the panel and role description.

Occupational Health and Safety

The health service aims to maintain a safe, healthy and secure work environment for all employees, clients, visitors and contractors. Achieving this aim is the responsibility of all.

- **All staff:** are to follow defined service quality standards, occupational health and safety policies and procedures relating to the work being undertaken to ensure high quality, safe services and workplaces.
- **Management roles:** are to participate in quality and safety activities such as clinical review, audit and case study presentations which assist learning within the quality and safety environment that can also incorporate the National Standards program.

Vaccine Preventable Diseases (VPD) Requirements

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 (MMR)
- Varicella (chicken pox)
- Pertussis (whooping cough)
- Hepatitis B

Further vaccinations may be required due to risks for a role; examples include:

- Hepatitis A – Workers in regular contact with untreated sewerage
- Q Fever – Research or Laboratory staff regularly handling specimens

All new employees who will be working in clinical areas must be assessed for their risk of tuberculosis and screening undertaken if required. 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).

Diversity and Inclusion

We are committed to providing a diverse and inclusive workplace for our people and our community. To find out more visit CQ Health: www.health.qld.gov.au/cq

Respect in the Workplace

The health service values and respects the diversity of its workforce and believes that all its employees should be treated fairly and with dignity and respect. All employees of the health service must show respect for each other, visitors, the public and contractors by treating them fairly and objectively, ensuring freedom from discrimination, sexual harassment, racial or religious vilification, victimisation and bullying. CQ Health is an equal opportunity workplace.

Person-Centred Care

In CQHHS we are committed to delivering person-centred care, which is about being respectful of, and responsive to, the preferences, needs and values of consumers. A person's care experience is influenced by the way that they are treated as a person, and by the way they are treated for their condition. The goal for CQ Health is to deliver high-quality care that is safe, of value and to provide an ideal experience for all patients, their carers and family. Person-centred care is the foundation for achieving high quality care. Focusing on delivering person-centred care, and on doing it well, will enable CQ Health to be successful in achieving better outcomes for consumers, better experience for consumers and staff; and better value care.

Vision for the Public Sector

The Department of Health has a diverse set of responsibilities, and a common purpose of creating better health care for Queenslanders. The department is responsible for the overall management of the public health system in Queensland. We strongly believe in the need to work with people that value the goals of our organisation and who will thrive in our workplace. To enable this vision, the Queensland Public Sector is transforming from a focus on compliance to a values-led way of working. The following five values, underpin behaviours that will support and enable better ways of working and result in better outcomes for Queenslanders.



Customers first



Ideas into action



Unleash potential



Be courageous



Empower people

Additional Information

- **Currency of Applications:** Applications remain current for 12 months (permanent roles) and for the duration of the vacancy (temporary roles).
- **Future Vacancies:** Future vacancies of a temporary, full-time and part-time nature may also be filled through this recruitment process.
- **Pre-Employment Screening:** Pre-employment screening, including criminal history and discipline history checks, may be undertaken on persons recommended for employment. Roles providing health, counselling and support services mainly to children will require a blue card, unless otherwise exempt.
- **Probation:** Employees who are permanently appointed to Queensland Health may be required to undertake a period of probation appropriate to the appointment.

- **Salary Packaging:** To confirm your eligibility for the Public Hospital Fringe Benefits Tax (FBT) Exemption Cap please contact the Queensland Health Salary Packaging Bureau Service Provider – RemServ via telephone 1300 304 010 or online <http://www.remserv.com.au>.
- **Child Abuse/Neglect:** All relevant health professionals, who in the course of their duties formulate a reasonable suspicion that a child or youth 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 Child Safety Services, Department of Communities.
- **Disclosure of Employment as a Lobbyist:** Applicants will be required to give a statement of their employment as a lobbyist within one month of taking up the appointment (<http://www.psc.qld.gov.au/publications/assets/policies/lobbyist-disclosure-policy.pdf>).
- **Disclosure of Pre-Existing Illness:** Applicants may be required to disclose any pre-existing illness or injury which may impact on their ability to perform the role. Details are available in section 571 of the Workers' Compensation and Rehabilitation Act 2003 (<http://www.justice.qld.gov.au/fair-and-safe-work/workers-compensation-and-rehabilitation/workers-compensation-and-rehabilitation-legislation/workers-compensation-and-rehabilitation-act-2003>).
- **Smoking Management Policy:** A non-smoking policy is effective in all Queensland Government facilities (including buildings, offices and motor vehicles) in line with the [*Queensland Tobacco and Other Smoking Products Act 1998*](#)
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Organisational Chart**Department of Medicine
Rockhampton Hospital**