

POSITION DESCRIPTION

Position Title:	Sleep Scientist – Grade 1
Business Unit/Department:	Respiratory & Sleep Disorders Medicine
Division:	Cancer, Cardiology & Specialty Medicine
Award/Agreement:	Medical Scientists, Pharmacists & Psychologists (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement
Classification:	Grade 1 – Year 1 to Year 7 (RX1 to RX7)
Reports To:	Manager, Medical Specialty Diagnostics (Grade 4)
Direct Reports:	N/A
Date Prepared/Updated:	12 January 2026

Position Purpose

The Grade 1 Sleep Scientist is at the forefront of clinical activity in the Units.

The primary components of the Grade 1 role involves: performing technical and patient care aspects of sleep monitoring/analysis/reporting, preparing accurate and timely documentation, participating in quality assurance activities, participating in internal professional development opportunities, educating patients and families, and being actively involved in a multidisciplinary departmental team.

This position may be required to perform work across campuses to support the clinical needs of the Department.

Business Unit Overview

The Western Health Division of Cancer, Cardiology and Specialty Medicine provides a comprehensive suite of inpatient, clinic, and community-based care.

The Special Medicine program provides services across inpatient wards, specialty units and ambulatory care. These include:

- Sunshine inpatient wards:
 - 3E – Stroke, Neurology & General Medicine
 - 3F – Respiratory Medicine, Infectious Diseases & General Medicine
- Footscray inpatient wards:
 - 2D – Respiratory Medicine, Infectious Diseases & Gastroenterology
- Medical Ambulatory Day Unit (MADU) at both Footscray & Sunshine provides same day treatment for patients with a variety of conditions.
- Medical Diagnostics including Sleep Studies, Respiratory and Neurophysiology services.
- Specialty Units: Respiratory & Sleep Medicine, Infectious Diseases, Rheumatology, Neurology & Stroke, Dermatology, and Gastroenterology.

Our Vision

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The Department of Respiratory & Sleep Disorders Medicine is a busy subspecialty unit of Western Health performing clinical services, research and teaching within the organisation. The Department admits approximately 1400 inpatients per annum and manages a 6 bed non-invasive ventilation unit. In addition there are significant numbers of outpatient consultations performed through the specialist clinics including, Asthma, Respiratory, Lung Oncology, Rapid Review, Sleep Disorders, and state-contracted Migrant Screening service.

The Sleep Disorders Unit performs approximately 2,000 sleep studies per annum and these include both laboratory based and portable studies at home. The sleep laboratory performs diagnostic, treatment (CPAP/Bi Pap/Oxygen) and split studies with TCO₂ monitoring if required. The unit also provides support to patients with CPAP clinics, APAP trials and light therapy devices. We have a government CPAP program to assist patients is obtained therapy.

Opportunities to participate in investigator lead research and sponsored clinical trials (sleep disorders and general respiratory medicine) are available within the Department. The Department is involved in undergraduate and postgraduate medical and paramedical/allied health education.

Key Responsibilities

The Grade 1 Scientist role includes, but is not limited to:

- Performing technical and patient care aspects of sleep testing.
- Preparing accurate and timely documentation
- Complying with infection control procedures
- Developing analysis and reporting skills
- Participating in quality assurance activities
- Engaging in internal professional development opportunities
- Assisting with research activities
- Educating patients and families
- Cooperatively participating in a multidisciplinary team
- Demonstrating flexibility with respect to rosters, to ensure operational needs of service are met during periods of planned and unplanned staff absences

In addition to the key responsibilities specific to your role, you are required to deliver on the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

Key Working Relationships

Internal:

- Manager, Medical Specialty Diagnostics (Respiratory & Sleep, Neurology & Neurophysiology)
- Head of Unit, Respiratory & Sleep Disorders Medicine
- Operations Manager, Specialty Medicine
- Consultant Physicians, Respiratory & Sleep Disorders Medicine
- Advanced Trainees, Respiratory & Sleep Disorders Medicine
- Scientists, Medical Specialty Diagnostics
- Administrative team, Medical Specialty Diagnostics
- Nurses, Ward 2D (Footscray), 3E and Ward 3F (Sunshine)
- Research Nurses, Respiratory & Sleep Disorders Medicine

External:

- Patients and families/carers
- Referring physicians
- Equipment suppliers/maintenance providers
- Other laboratories

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Selection Criteria

Essential:

- Bachelor of Applied Science/Psychophysiology/Biomedical Science, or similar
- Well-developed interpersonal skills, and effective verbal and written communication skills
- Ability to work collaboratively as part of a multidisciplinary team
- Highly organised, particularly with respect to time management
- High level of technical knowledge and skills
- Analytical approach to troubleshooting
- Self-motivated, enthusiastic, receptive to feedback, and willing to learn/improve skills
- Proven ability to work autonomously.
- Genuine willingness to support the operational needs of the unit, by performing a variety of shifts (covering days, evenings, nights) as per roster.

Desirable:

- Clinical experience in sleep disorders testing
- Recognised qualification in polysomnography or sleep technology (eg. BRPT, RST, CCSH)
- Familiarity with NATA endorsed quality systems and ASA sleep service accreditation program
- Arterial Blood Gas (ABG) experience

Desirable Personal Attributes:

- Self motivated
- Compassionate and empathetic approach
- Ability to influence others
- Open to new ideas
- Timely informed decision making
- People orientated
- Confidence in own ability
- Builds rapport
- Adaptable, flexible and persistent as required
- Takes direction
- Resilience
- Positive outlook

Additional Requirements

All employees are required to:

- Obtain a police/criminal history check prior to employment
- Obtain a working with children check prior to employment (if requested)
- Obtain an Immunisation Health Clearance prior to employment
- Report to management any criminal charges or convictions you receive during the course of your employment
- Comply with relevant Western Health clinical and administrative policies and guidelines.
- Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures
- Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Western Health
- Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, the Victorian Occupational Health and Safety Act 2004, the Victorian Occupational Health and Safety Regulations 2017 (OHS Regulations 2017), Fair

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Work Act 2009 (as amended), the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the sharing of health information, the Family Violence and Child Information Sharing Schemes, Part 5A and 6A Family Violence Protection Act 2008

- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines
- Work at any of the Western Health sites as directed, in accordance with business and organisational demands and priorities.

General Information

- Redeployment to other services within Western Health may be required
- Employment terms and conditions are provided according to relevant award/agreement
- Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace
- Western Health is committed to Gender Equity
- Western Health provides support to all personnel experiencing family and domestic violence
- This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs
- Western Health is a smoke free environment

I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee's Name: _____

Employee's Signature: _____ Date: _____

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