

POSITION DESCRIPTION

Position Title:	Paediatric Consultant
Business Unit/Department:	Paediatric Medicine
Division:	Women's & Children's Services
Award/Agreement:	Medical Specialists (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement
Classification:	HN16 – HN59
Reports To:	Clinical Lead of Unit; Head of Unit; Clinical Services Director; Chief Medical Officer
Direct Reports:	Junior Medical Staff
Date Prepared/Updated:	31 October 2024

Position Purpose

To undertake community and developmental paediatric clinics at Melton Health and Bacchus Marsh Hospital as part of a multi-disciplinary paediatric service, supporting a culture of patient-centred care. Clinics may occur at other Western Health sites or Partner sites (e.g. IPC Health) throughout the Brimbank-Melton municipalities.

The Paediatrician will participate in a range of clinics, which may include Autism Spectrum Assessment Clinics, Pathways to Good Health clinics (comprehensive paediatric assessment for children in out of home care), and Developmental/Behavioural clinics.

The Paediatrician may participate on the acute on-call Neonatal roster at Bacchus March Special Care Nursery if suitably qualified.

Business Unit Overview

The Melton Community Paediatric team is a multidisciplinary unit, providing comprehensive assessment and management for children with a range of conditions. Services are delivered at Melton, Bacchus Marsh, and may include other community outreach sites within the Western Health catchment areas. Children and adolescents with developmental, behavioural, mental health, and general medical conditions are cared for by a team of Paediatricians, speech pathologists, occupational therapists, physiotherapists, psychologists, social workers, and nurses.

The Bacchus Marsh Hospital has a 3-bed Level 2 neonatal Special Care Nursery (SCN) supporting a maternity service that has approximately 650 deliveries per year. The unit cares for infants from 37 weeks' gestation.

Our Vision

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Western Health provides inpatient and outpatient paediatric care for children with a wide range of medical and surgical conditions. The Paediatricians regularly liaise with other departments within Western Health, as well as with the tertiary centres for Paediatric care in Victoria, including PIPER. Paediatricians regularly liaise with external agencies and services to provide Best Care to all children presenting to Western Health sites.
Key Responsibilities • Provide clinical care to patients in outpatient services, including Behavioural and Developmental Services and/or General Paediatric clinics. • Attend consulting clinics as scheduled and ensure appropriate handover and follow-up plans are provided to allow continuity of care for patients • Accurately reflect the patient's treatment plan, requirements, outcomes or events within prescribed documentation to support ongoing care and communication • Participate in quality improvement and clinical risk management activities and promotion of continuous service improvement • Practice evidence-based medicine and analyse and use data to guide decisions, assess outcomes, and identify areas of improvement in clinical practice • Demonstrate high level communication skills and clear, timely and respectful communication with members of the multidisciplinary team • Contribute to any paediatric clinical service reviews of serious incidents • Provide timely advice and supervision to Junior Medical Staff to promote appropriate and safe clinical care to patients and be accountable for the care delivered by junior medical staff • Be accountable for managing patient waitlists and timely triage of new referrals where applicable • Develop patient care plans that reflect the needs of patients and their significant others and demonstrates understanding of the role of community providers • Participate in the development, implementation, and revision of treatment protocols and clinical guidelines • Participate in departmental service planning as requested by the Unit/Department Head and Clinical Service Director • Participate in clinical teaching and professional development of junior medical staff, medical students, and students of other health disciplines • Maintain personal qualifications and expertise in accordance with continuing certification requirements of relevant medical college or other body • Ensure that any dealings with the medical, including interactions on social media, are in accordance with Western Health policy, procedure and privacy legislation Bacchus Marsh Special Care Nursery: • Participate in on-call and after-hours work as agreed between the Clinician and the Health Service • Contribute to a collegiate team relationship between all the team members working in Paediatrics, including Obstetricians, Midwives, Nurses, Allied Health and Anaesthetists • Facilitate daily ward reviews of patients in the Special Care Nursery where this has been agreed • Support and advise Midwifery & nursing staff on management of patients when appropriate • Maintain competency in Neonatal Life Support and CPD activities related to the care of newborns. • Advise supervisors of any issues in the Maternity Unit or Special Care Nursery which may present a 'risk' to providing high quality of care to patients presenting to the health service • Participate in meetings as requested and provide input on clinical care issues e.g. Maternity & Neonatal Service Committee & Obstetrics Mortality & Morbidity Meetings 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 • Clinical staff including medical, nursing, and allied health • Patient support and administrative staff

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- Medical Workforce Unit
- Medical Education Unit
- GP's
- Community Health Agencies and Allied Health Staff
- Child Protection Services
- Schools

Selection Criteria

Essential:

- Relevant training and experience to provide Paediatric care at Consultant level, including experience in assessment and management of Behavioural and Developmental conditions and Autism Spectrum Disorders
- Current specialist registration with AHPRA and current specialist Fellowship with the RACP in either General Paediatrics or Community Child Health
- Demonstrated ability to support and supervise Junior Medical Staff
- Demonstrated ability to practice collaboratively as part of multidisciplinary health care team, and a commitment to providing shared decision making and continuity of care for patients
- Highly developed communication skills in both written and verbal communication
- Effective organisational skills with respect to time management, delegation, documentation and formal communication with stakeholders
- Demonstrated maturity in problem solving, negotiation, and conflict resolution
- Experience in advanced neonatal resuscitation is essential for Paediatricians participating in the SCN on-call roster

Desirable:

- Demonstrated ability and interest in conducting and leading research in a relevant area of clinical or operational practice
- Demonstrated ability and active interest in contribution to safety and quality projects
- Knowledge of health issues in relation to Western Health's patient demographic

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 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, Safe Patient Care Act 2015, Mental Health & Wellbeing Act 2023

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- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines

General Information

- 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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