

POSITION DESCRIPTION

Intensivist VMO



Working at Northeast Health Wangaratta

At Northeast Health Wangaratta (NHW), we value our employees. We offer leadership, vision and an environment with a strong sense of teamwork, integrity, accountability, and respect. We are committed to providing staff in our clinical and non-clinical areas with continuing education, research, and student support. This ensures that our people are part of a skilled and knowledgeable workforce. When you choose to work at NHW, you are committing to and are accountable for demonstrating our core values and behaviours – **Caring, Excellence, Respect, Integrity and Fairness.**

Position Details:	
Position Title:	Intensivist VMO
Position Classification:	Visiting Medical Officer
Who does this position report to:	Executive Director Medical Services
Does this position manage or supervise others:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Workplace Location:	Green Street Campus
Primary purpose of the position:	<p>The Intensivist VMO is expected to provide high level Intensive Care services within the approved scope of clinical practice as part of the Intensive Care team at Northeast Health Wangaratta. It is expected that the Intensive Care Specialist is able to provide routine specialist Intensive Care services and cover "on call" after hours.</p> <p>This is a Senior Medical position and carries with it the professional responsibilities of clinical leadership, teaching and training as well as administrative requirements. Together with the Director of the Unit, the Intensivist VMO provides Clinical leadership over the delivery of the Service in partnership with the Nurse Unit Manager (NUM) to ensure optimal outcomes to patients presenting to the Intensive Care Unit.</p> <p>As a member of the NHW's Clinical Governance the Intensivist VMO will contribute to the overall strategic planning and improvement of the quality of clinical care and service delivery provided to NHW consumers. This position amongst others is responsible for promoting NHW as a quality sub-regional health service provider.</p>
Position Description reviewed:	December 2020

Key Accountabilities:	
1.	Provide specialist intensive care to patients in the Intensive Care Unit both in hours and out of hours in accordance with NHW requirements
2.	Undertake comprehensive assessment, resuscitation and ongoing management of critically ill patients with life-threatening single and multiple organ system failure, within an Intensive Care Unit environment
3.	Assist in administrative duties as required including the development and review of policies, procedures, clinical guidelines and tools for the provision of Intensive Care services, updating as needed to reflect best practice and evidence based medicine
4.	Assist in the evaluation of the delivery of Intensive Care services and in implementing appropriate quality and risk management initiatives

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5.	Engage and work collaboratively with other NHW departments and staff around patient management and flow, services review, models of care and related issues including the interface between ICU and inpatient areas for patient flow
6.	Ensure that appropriate handover information is available where the care of an ill patient is being transferred to another doctor
7.	Report to the Clinical Governance Committee areas of sustained poor safety and quality performance or significant gaps between best and current practice
8.	Actively support participation in collaborative projects and statewide improvement initiatives where there is alignment with the Intensive Care Unit and NHW's priority areas for improvement
9.	Provide consultative support by telephone to surrounding rural hospitals, when required
10.	Communicate effectively with General Practitioners or other referring doctors, other health providers or community nurses, regarding patient care
11.	Ensure the service is participating in relevant clinical indicators programs and benchmarking core safety and quality indicators
12.	Participate in the Critical Care Unit Morbidity and Mortality Review Meeting, ensuring all deaths in the Intensive Care Unit are reviewed and any recommendations actioned within an agreed timeframe
13.	Promote and develop clinical research activities within the department
14.	Participate in a suitable Consultant roster, as required
15.	Participate in investigations of sentinel events using Root Cause Analysis (RCA), clinical reviews of adverse events and serious complaints as relevant to the Critical Care Unit and ensure all recommendations are actioned
16.	Inform the Executive Director of Medical Services of all complaints or clinical events that may expose NHW to insurance claims
17.	Actively promote open disclosure practices within the Critical Care Unit
18.	Act as a role model and provide professional leadership to all medical staff working in the Intensive Care Unit, including supervising and mentoring registrars and JMO's in conjunction with relevant Clinical Supervisors and provide regular feedback on performance
19.	Participate in the credentialing processes where required and ensure clinicians have clearly defined scope of practice
20.	Participate in the education of medical staff, nursing staff and medical and allied health students as required
21.	Participate in presentations at Grand Rounds, Clinical Audit meetings and other educational activities
22.	Participate in the emergency incident response activities, as defined within the Emergency Response Manual, as and when required, at the direction of management
23.	Provide consultative assistance of transporting and assisting with the management of seriously ill patients who may not eventually end up in the intensive care unit (such as Emergency Department, Recovery)
24.	<p>Provide quality and safe clinical care for consumers:</p> <ul style="list-style-type: none"> ▪ Ensure consumers, families/representatives or carers are provided with timely information and are involved in decision making about their care planning and treatment ▪ Accept accountability for own actions and seek guidance when a situation exceeds experience and/or knowledge ▪ Uphold and protect consumer rights, maintain strict confidentiality and continually practice to the principles of open disclosure ▪ Comply with best practice healthcare standards, legislation, and NHW's Clinical Governance Framework and clinical practice guidelines ▪ Consumer feedback and complaints are responded to appropriately to ensure that issues are resolved and quality and safe clinical care is provided

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- Maintain accurate and current clinical records ensuring documentation meets professional and legal standards
- Promptly report vital consumer observations that are outside the normal range as per clinical guidelines
- Ensure an effective discharge from hospital or services that reflects the needs of the consumer

25. Other tasks as directed

Key Relationships:

Internal	External
1. Executive Director Medical Services	1. Patients
2. Director of Intensive Care NHW	2. Visitors
3. Staff Specialists and VMOs	3. Hume Region Health Services
4. Medical Workforce Unit	4. GPs and Specialists
5. Medical, Nursing, Allied Health and support Staff	

Key Selection Criteria:

1. A primary medical qualification registered or registrable with the Australian Health Practitioner Regulation Agency (AHPRA)
2. Fellowship of the Joint Faculty of Intensive Care Medicine, College of Intensive Care Medicine of Australia and New Zealand, Australia
3. Sound clinical knowledge, skills and experience in contemporary medical and evidence based practice
4. Ability to work as an effective member of a multidisciplinary clinical team
5. Effective communication and interpersonal skills and evidence of customer service ethos
6. Awareness of current legislation and policies pertaining to medical practice and the workplace including EEO, OH&S, Public Sector Management, Infection Control and access for clients with a disability
7. Participation in the Continuing Medical Education program of the relevant college
8. Ability to provide appropriate supervision to junior medical staff within subacute service
9. Ability to provide teaching and training to junior medical staff and registrars within the subacute service
10. Experience and implementation of quality assurance and clinical review activities – desirable
11. Leadership and management skills – desirable
12. Ability to apply research to clinical practice – desirable

In addition to the above, all staff must have an remain current for continued employment, the following:

1. Current Class C Driver's Licence
2. A current National Police Check (renewed every 3 years)
3. A current Employer Working with Children Check (renewed ever 5 years)

Immunisation:

It is a condition of appointment that all employees comply with our immunisation requirements during employment. This position is classified as Category A.

Diversity:

We encourage you to bring your 'whole self to work'. NHW is a safe and inclusive workplace. We value the visible and invisible qualities that make you who you are. We expect our workforce to align with our diversity expectations and programs. Working at NHW means you are on board with our journey, you will show respect, understanding and

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kindness to other regardless of ethnicity, sexuality, identity or any other protected attribute. We particularly acknowledge the traditional custodians of our land and pay our respects to elders past, present and emerging.

Mandatory Training:

It is a condition of appointment that all employees complete Mandatory Training and Clinical Competencies as required upon commencement, annually and in accordance with timelines specified in relevant health service policies and procedures.

Performance & Accountability:

A review of performance shall be undertaken within six months following commencement and annually thereafter. There is an expectation that staff will assume responsibility for completion of any learning requirements advised by the organisation.

Quality and Risk Management:

In order to help ensure continued employee, patient safety and quality of care:

- Understanding individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines at NHW
- Comply with requirements of the National Safety and Quality Health Service Standards, Aged Care Quality Standards and other relevant standards, regulations and legislative requirements.
- Contribute to organisational quality and safety initiatives and participate in the development and review of policies and procedures as appropriate
- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public
- Maintain a safe working environment at all times
- Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and our workforce

Staff are required to abide by the Code of Conduct for NHW.

Occupational Health & Safety and Wellbeing:

The safety, health and wellbeing of employees is a priority for NHW and I recognise the importance of an environment that promotes and nurtures the physical, mental, emotional and social wellbeing of all individuals. I commit to:

- Comply with instructions given for their own safety and health and that of others, in adhering to safe work procedures
- Take reasonable care to ensure their own safety and health and that of others, and to abide by their duty of care provided for in the legislation
- Reporting through the incident management system any near misses or incidents as they occur
- Not place others at risk by any act or omission
- Not wilfully or recklessly interfere with safety equipment
- Partaking in the promotion of the health and wellbeing of employees
- Contributing to an inclusive and health promoting environment
- Promoting our values and vision

An organisational culture that promotes positive mental health and wellbeing through supportive leadership, employee participation and shared decision making.

Policies & Procedures:

Whilst the policies and procedures do not form part of your employment contract it is expected that you will comply with NHW's policies, procedures and reasonable instructions at all times during the course of your employment.

Confidentiality:

Confidentiality is a matter of concern for all persons who have access to personal information about patients, clients, residents or employees of NHW. Staff must understand and accept that in accessing this personal information they hold a position of trust relative to this information. In recognising these responsibilities staff must agree to preserve the confidential nature of this information. Failure to comply with this agreement may result in disciplinary action and may include termination of employment.

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Declaration:

As the incumbent of this position, I acknowledge that I have read this Position Description, understand its contents and agree to work in accordance with the contents therein. I understand that other duties may be directed from time to time.

I understand and accept that I must comply with the policies and procedures applicable to NHW. I also agree to strictly observe the NHW Code of Conduct and policy on confidentiality of commercial and patient information or such sensitive information that I may come across in the course of my employment.

Name:

Signature:

Date:

POSITION DESCRIPTION – Jobs Demands Checklist

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The purpose of this section is to describe the physical and psychological risk factors associated with the job. Applicants must review this form to ensure they can comply with these requirements and successful applicants will be required to sign an acknowledgment of their ability to perform the job demands of the position.

This form is to be completed by the Manager / Supervisor of the position being recruited to.

Position:	Intensivist VMO
Department / Unit:	Critical Care Unit
Workplace Location:	Green Street Campus

Frequency Definitions:	
I Infrequent - intermittent activity exists for a short time on a very infrequent basis	C Constant - activity exists for more than 2/3 or the time when performing the job
O Occasional - activity exists up to 1/3 of the time when performing the job	R Repetitive - activity involved repetitive movements
F Frequent - activity exists between 1/3 and 2/3 of the time when performing the job	N Not Applicable - activity is not required to perform the job

Demands	Description	Frequency					
		I	O	F	C	R	N
Physical Demands:							
Sitting	Remaining in a seated position to perform tasks			X			
Standing	Remaining standing without moving about to perform tasks			X			
Walking	Floor type: even / uneven / slippery, indoors / outdoors, slopes			X			
Running	Floor type: even / uneven / slippery, indoors / outdoors, slopes	X					
Bend / Lean Forward from Waist	Forward bending from the waist to perform tasks		X				
Trunk Twisting	Turning from the waist while sitting or standing to perform tasks	X					
Kneeling	Remaining in a kneeling posture to perform tasks	X					
Squatting / Crouching	Adopting a squatting or crouching posture to perform tasks	X					
Leg / Foot Movement	Use of leg and / or foot to operate machinery	X					
Climbing (stairs / ladders)	Ascend / descend stairs, ladders and steps	X					
Lifting / Carrying	Light lifting and carrying (0 - 9 kg)	X					
	Moderate lifting and carrying (10 – 15 kg)	X					
	Heavy lifting and carrying (16 kg and above)	X					
Reaching	Arms fully extended forward or raised above shoulder		X				
Pushing / Pulling / Restraining	Using force to hold / restrain or move objects toward or away from the body		X				
Head / Neck Postures	Holding head in a position other than neutral (facing forward)	X					
Hand & Arm Movements	Repetitive movements of hands and arms	X					
Grasping / Fine Manipulation	Gripping, holding, clasping with fingers or hands	X					

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Work At Heights	Using ladders, footstools, scaffolding, or other objects to perform work	X						
Driving	Operating any motor powered vehicle	X						
Sensory Demands:								
Sight	Use of sight is an integral part of work performance, eg: Viewing of X-Rays, computer screens, etc				X			
Hearing	Use of hearing is an integral part of work performance, eg: Telephone enquiries			X				
Smell	Use of smell is an integral part of work performance, eg: Working with chemicals	X						
Taste	Use of taste is an integral part of work performance, eg: Food preparation	X						
Touch	Use of touch is an integral part of work performance				X			
Psychosocial Demands:								
Distressed People	Eg: Emergency or grief situations.				X			
Aggressive & Uncooperative People	Eg: Drug / alcohol, dementia, mental illness.				X			
Unpredictable People	Eg: Dementia, mental illness, head injuries.				X			
Environmental Demands:								
Dust	Exposure to atmospheric dust.	X						
Gases	Working with explosive or flammable gases requiring precautionary measures.	X						
Fumes	Exposure to noxious or toxic fumes.	X						
Liquids	Working with corrosive, toxic or poisonous liquids or chemicals requiring PPE.	X						
Hazardous Substances	Eg: Dry chemicals, glues.	X						
Noise	Environmental / background noise necessitates people raise their voice to be heard.	X						
Inadequate Lighting	Risk of trips, falls or eyestrain.	X						
Sunlight	Risk or sunburn exists from spending more than 10 minutes per day in sunlight.	X						
Extreme Temperatures	Environmental temperatures are less than 15°C or greater than 35°C.	X						
Confined Spaces	Areas where only one egress (escape route) exists.	X						
Slippery or Uneven Surfaces	Greasy or wet floor surfaces, ramps, uneven ground.	X						
Inadequate Housekeeping	Obstructions to walkways and work areas cause trips and falls.	X						
Biological Hazards	Eg: Exposure to body fluids, bacteria, infectious diseases.			X				
The area below is for any special comments or notes on significant physical or other demands required to perform this job:								
Nil								