

Position Description

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| Position Title | Grade 2 Speech Pathologist – Child related |
| Position Number | 30025564 |
| Division | Community and Continuing Care |
| Department | Speech Pathology and Audiology |
| Enterprise Agreement | Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026 |
| Classification Description | Speech Pathologist Grade 2 |
| Classification Code | VW1 – VW4 |
| Reports to | Manager Speech Pathology and Audiology |
| Management Level | Non Management |
| Staff Capability Statement | Please click here for a link to staff capabilities statement |
| Mandatory Requirements | <ul style="list-style-type: none"> • National Police Record Check • Working with Children Check • Registration with Professional Regulatory Body or relevant Professional Association • Immunisation Requirements |

Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: [Bendigo Health Website - About Bendigo Health](#)

Our organisation is a child safe organisation, committed to the safety and wellbeing of all children and young people. All Aboriginal and Torres Strait Islander adults, children and families will be supported to express and be proud of their culture in an environment that is culturally safe and supported.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community,

PASSIONATE – We are passionate about doing our best,

TRUSTWORTHY - We are open, honest and respectful

The Position

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement and the Allied Health Grade Level Capabilities: Grade 2 Allied Health Professional. Please refer to links provided to these documents.

The Grade Two Speech Pathologist is responsible for the provision of Speech Pathology Services within a designated clinical caseload, appropriate to their level of experience and competency. Grade Two level Speech Pathologists are required to display autonomy of practice, whilst also contributing constructively to the interdisciplinary team.

The purpose of this position is:

- To provide high quality clinical speech pathology services to children and families accessing the Community Health Outpatient Paediatric service
- To provide clinical teaching expertise to students and other learners;
- To supervise grade 1 speech pathology and/or AHA staff;
- To actively participate in service improvement and development
- Where required, the Allied Health clinician may be rostered to work on weekends and public holidays

Responsibilities and Accountabilities

1. Clinical

The Allied Health Professional (AHP) Grade 2 will:

- 1.1 Provide client focussed assessment, treatment/intervention and consultative clinical services in cooperation with the multi-disciplinary team.
- 1.2 Take a lead clinical role when required, demonstrating special knowledge and depth of experience appropriate to the designated case types.
- 1.3 Spend 70% of time in client activity; the other 30% in non-clinical duties, examples of which are described in sections 3, 4, 5, and 6 below.
- 1.4 Facilitate the smooth transition of clients through the health care system, liaising with relevant staff and community agencies to ensure continuity of care for individual patients/clients and their families:
 - 1.4.1 Work within the multi-disciplinary team, recognising and respecting the expertise and contribution of all team members, collaborating to refer clients to other services as necessary.
 - 1.4.2 Demonstrate knowledge and appropriate use of services relevant to the client/family
 - 1.4.3 Attend relevant ward rounds/case conferences and family meetings
 - 1.4.4 Ensure all clinical activity undertaken fulfils or exceeds the competency standards of the profession, and the minimum standards for the programs into which they input/relate
 - 1.4.5 Engage in clinical work that is guided by evidence based practice and in which outcomes are monitored and modifications made as required.
 - 1.4.6 Implements a complex treatment / intervention plan based on assessment

- 1.4.7 Manages time and prioritises competing demands so that clinically appropriate care is delivered in a timely fashion, and non-clinical deadlines and responsibilities are met.
- 1.4.8 Meets discipline specific requirements as designated by the Head of Discipline, and agreed with the program manager where necessary

2. Communication

The AHP Grade 2 will:

- 2.1 Maintain timely, effective and professional oral and written communication at all levels within BHCG, and with external professional and organisations as required.
- 2.2 Demonstrate skills in negotiation and conflict resolution

3. Service Planning and Co-ordination

The AHP Grade 2 will:

- 3.1 Demonstrate knowledge of relevant business plans and NSQHS standards.
- 3.2 Demonstrate a basic knowledge of the Public Health system, and its financial and structural arrangements.
- 3.3 Actively contributes in the regular BHCG allied health service and program or unit meetings as delegated by the allied health Head of Discipline and/or Program Manager
- 3.4 Take a lead role (planning, implementing and monitoring) in a minimum of one documented quality improvement activity for the discipline or program annually
- 3.5 Active participation on committees and working parties in agreed areas as required.

4. Information Management

The AHP Grade 2 will:

- 4.1 Ensure information is managed in line with organisational, allied health and discipline standards:
- 4.2 Meet documentation requirements for all programs/units
- 4.3 Complete required program reporting and statistical records for client – related and other activities within the specified timeframes.
- 4.4 Participate in the monitoring and review of data generated for the purposes of discussing staffing requirements and workloads, and for monitoring the efficiencies of new work practices and quality activities in relevant forums.

5. Training and Professional Development

The AHP Grade 2 will:

- 5.1 Participate in and meet the standards of the BHCG Allied Health Credentialing and Professional Standards policy document.
- 5.2 Actively participates in training and professional development as required to achieve the service and program objectives of BHCG. Coordinate at least one activity per year.
- 5.3 Undertake mandatory BHCG training within the required timeframes.

- 5.4 Actively participates in the development, delivery and coordination of orientation, induction, mentorship, supervision, education and professional development of allied health staff, students (including work experience students) and other BHCG personnel as required
- 5.5 Establish, maintain and fulfil a personal professional development plan.
- 5.6 Monitor new developments in allied health through journal review, attendance and presentation at departmental in-services and attendance at other relevant internal and external educational opportunities.
- 5.7 Actively participates in the support and development of colleagues
- 5.8 Integrate new learning into practise both individually and more broadly where required. This will be demonstrated by evidence presented at the annual Performance Development Review.

6. Teaching and Research

The AHP Grade 2 will:

- 6.1 Assist in relevant research activities under the guidance of senior staff or the principal researcher
- 6.2 Undertake staff and student teaching and supervision, in area(s) of practice and expertise if required and specified by the position description

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

Key Selection Criteria

Essential

- 1. Maintain compliance with the Bendigo Health Allied Health credentialing and professional practice standards policy (see attached table), including evidence of eligibility for membership of Speech Pathology Australia (SPA) and the SPA Professional Certification program.
- 2. Demonstrated alignment with the BH values of caring, passionate and trustworthy in all aspects of work role
- 3. Demonstrated skills and clinical experience in the assessment and intervention of children aged 0-6 years in the areas of speech, language, voice, fluency and/or feeding difficulties
- 4. Passion for working with children and families, and commitment to person and family centred practice

Desirable

- 5. Maintain compliance with the Bendigo Health Allied Health credentialing and professional practice standards policy (see attached table), including evidence of eligibility for membership of Speech Pathology Australia (SPA) and the SPA Professional Certification program.
- 6. Demonstrated alignment with the BH values of caring, passionate and trustworthy in all aspects of work role
- 7. Demonstrated skills and clinical experience in the assessment and intervention of children aged 0-6 years in the areas of speech, language, voice, fluency and/or feeding difficulties

8. Passion for working with children and families, and commitment to person and family centred practice

Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the **Victorian Government's Code of Conduct**
- Uphold **Occupational Health and Safety** responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.
- Comply with all **Bendigo Health policies and procedures**, including those related to clinical, managerial, and standard work practices.
- Follow **Infection Control** procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain **strict confidentiality** regarding all organisational, patient, and staff information.
- Engage in **continuous quality improvement** activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect **diversity**, fostering inclusive practices in the workplace and service delivery.
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.
- 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 Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

All Bendigo Health sites, workplaces and vehicles are smoke free.

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. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.