

Position Description

Position Title	Fellow in Geriatric Medicine (FIGM) for Greater Victorian Alliance (GVA)
Position Number	
Division	Community and Continuing Care
Department	Geriatric, Rehabilitation and Palliative Care Medicine
Enterprise Agreement	Doctors In Training (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022-2026
Classification Description	Registrar Year 5 /6
Classification Code	HM29 – HM30
Reports to	Professional: Director of Geriatric Medicine/Aged Care at host Health Service for clinical and employment related issues, Director of Training (GVA) for Alliance related matters, Director of VGMP for state-wide, program related matters Operational: Medical Workforce Unit
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 • Registration with Professional Regulatory Body or relevant Professional Association • Drivers Licence • 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

VGMP runs a state-wide training program aimed at:

- Increasing the number of geriatricians through increased recruitment into geriatric medicine advanced training.
- Enhancing the quality of Advanced Training in Geriatric Medicine.
- Improving equity of access to specialist geriatricians through diversifying training opportunities and locations.
- Providing education and training initiatives to a wide range of stakeholders who provide care for older people.
- A key part of the VGMTP strategy is to support collaboration between health services to facilitate a co-operative approach to geriatric medicine advanced training. This strategy has been associated with a significant increase in the number of advanced trainees in metropolitan sites.

The FIGM acts to support Advanced Trainees within the alliance to ensure they receive the highest standard of training and are supported to successfully participate in the VGMTP program. As the GVA will be supporting Health Services throughout regional Victoria, the FIGM will need to ensure that Advanced Trainees who are geographically separated are supported and that VGMTP meets their training needs. This is likely to involve visiting multiple sites (either in person or virtually).

The initial appointment may be made by the Advisory Committee and the location will be negotiated with the participating Health Services of the GVA. Future appointment decisions will be made by the GVA Committee of Management.

Responsibilities and Accountabilities

Key Responsibilities

0.5 EFT Health Service duties as negotiated with host Health Service

0.5 EFT FIGM role

- Participate and contribute to VGMTP teaching program. This will include developing and running VGMTP sessions allocated to FIGMS and actively participating in all sessions.
- Mentoring and supporting Advanced Trainees throughout the GVA
- Provision of education in geriatric medicine to a wide range of stakeholders who provide care for older people.
- Membership and attendance at Board of Studies meetings, including submission of FIGM report for BOS.
- Membership and attendance at GVA Committee of Management.
- Participation in recruitment of future trainees with a specific focus on regional recruitment.
- Support for development of educational materials as needed for VGMTP.
- Ensuring equitable access to FIGM support across GVA

Attendance at a minimum of 75% of State-wide training sessions

Attendance at a minimum of 75% of BOS meetings

Attendance at a minimum of 75% of scheduled meetings of the Alliance Committee of Management

The GVA Committee of Management may specify other intra-alliance KPIs

The FIGM will comply with employment requirements of the host Health Service

Key Selection Criteria

Essential

1. MBBS or equivalent degree and current registration with the Australian Health Practitioners Regulation
2. Participating in or have completed advanced training in geriatric medicine.
3. High level interpersonal and communication skills and the ability to communicate confidently and appropriately with patients and their families and other health professionals

Desired

4. Excellent time management skills and attention to detail
5. Ability to effectively use organisational skills (incorporating documentation, time management skills, critical thinking and priority setting)
6. Commitment to supporting education and training
7. Ability to work as an effective team member in a multi-disciplinary environment as well as independently (under appropriate supervision)
8. Respected by peers within the Advanced Training cohort

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.