

# Position Description

Position Title	Neurologist
Position Number	30009349
Division	Clinical Operations
Department	Medical Services
Team	General Medicine
Enterprise Agreement	Medical Specialists (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022 - 2026
Classification Description	Fractional Specialist
Classification Code	HN16 –HN59
Reports to	Operationally: Clinical Director Medicine. Professionally: Chief Medical Officer
Management Level	Non Management
Staff Capability Statement	Please click here for a link to <a href="#">staff capabilities statement</a>

## Bendigo Health

With more than 4,500 staff and volunteers and covering an area a quarter of the size of Victoria, Bendigo Health, is an expanding regional health service offering the advantages of city life combined with the beauty and freedom that comes from living in a regional area.

Bendigo Health is a 700 bed service that treats more than 45,000 inpatients, triages more than 65,000 emergency attendees and welcomes more than 1,600 new born babies in a year. In addition more than 15,000 operations are performed in our operating theatres and more than 100,000 occasions of services are provided in our clinics to outpatients.

The organisation provides services in emergency, maternity, women's health, medical imaging, pathology, rehabilitation, community services, residential aged care, psychiatric care, community dental, hospice/palliative care, cardiology, cancer services and renal dialysis to the people of the Loddon Mallee region.

With our main campus based in Bendigo, our services extend throughout the Loddon Mallee with sites in areas such as Mildura, Echuca, Swan Hill, Kyneton and Castlemaine.

Demand on services is increasing rapidly with Bendigo being one of Victoria's fastest growing regional cities.

## 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

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. Refer to link at top of page.

## The Clinical Operations Division

The Clinical Operations Division encompasses acute and mental health services with a focus on excellent care, every person, every time. We provide a wide range of general medical, surgical and speciality services including oncology, cardiology, renal, emergency, women's and children's, critical care, specialist clinics and mental health services.

Within a state of the art hospital, the team provides high quality services using the latest technologies. Our eleven operating theatres (including 2 endoscopy rooms), critical care, emergency and women's wards all have access to critical services lifts that link to the helipad allowing rapid transfer of patients both in and out of the health service.

The Mental Health Service is a complex service that provides psychiatric care and treatment across a large catchment area in Victoria stretching from Swan Hill in the north of the state to Gisborne in the south. Family sensitive practice is central to our models of mental health care and best practice ensures the identification, inclusion and support of families, carers and children. The Child and Adolescent Mental Health Service provides services to patients from birth to 17 years, the Youth Team covers ages 18 to 24 years, Adult Services cover patients from 25 to 64 years and the Older Person's Service manages those individuals over 65 years old.

Each year our onsite specialist clinics provide almost 95,000 occasions of service, we also see more than 52,000 people in our emergency department and welcome around 1400 babies into the world. The Clinical Operations Division assists with the admission of more than 49,000 patients into the hospital each year.

## Medical Services

The Department of Medicine covers endocrinology, gastroenterology, general medicine, hospital in the home, infectious diseases, neurology and respiratory medicine. There are separate directorates for cardiology, geriatrics and rehabilitation, oncology and renal medicine.

The general medical unit has approximately 90-100 patients at any one time providing both elective and emergency management, and acts as a conduit to metropolitan hospitals where required. The unit enjoys a low turnover of nursing staff, ensuring a reliable and supportive resource.

General medicine, endocrinology, hospital in the home and respiratory medicine have their own Clinical Unit Heads/Clinical leads and therefore manage these areas and report directly to the Director of Medicine.

## The Neurology Team

Neurology is a dynamic and expanding unit within the Medical Services Division and a key pillar in our vision to grow into a tertiary regional hospital of excellence. Neurology services are currently anchored by a solo Neurologist who provides consultative expertise for inpatients with neurological conditions, supported by the general medical team for daily management.

Outpatient care includes a weekly specialist clinic catering to patients with complex neurological disorders. The team also features two dedicated Stroke Coordinators who provide comprehensive care across the stroke pathway. In line with our commitment to innovation and equitable access, we are preparing to launch a new Victorian Stroke Telemedicine (VST) clinic in the coming months.

Diagnostic and neurophysiology capabilities are supported by an EEG technician delivering both inpatient and outpatient services. Recent investment in equipment will also enable the introduction of nerve conduction studies and electromyography (EMG), further enhancing our diagnostic offering.

As we continue to invest in advanced clinical services, workforce development, and integrated care pathways, the Neurology Department will play a central role in realising our goal of becoming a leading regional centre for neurological excellence.

## The Position

You will be a suitably experienced Neurologist seeking a rewarding career through your contribution to a large and rapidly growing regional tertiary referral hospital providing inpatient and outpatient care, with a role in teaching and the professional development of Doctors in Training and research. As a consultant neurologist you will be expected to practice within your scope of practice and will be subject to Bendigo Health's Credentialing Committee's jurisdiction whilst working in Bendigo Health.

### Key initiatives will include:

- The provision of a world class multidisciplinary neurology service within Bendigo Health
- The development of policies and procedures to guide the delivery of neurology services within Bendigo Health.
- Provide leadership for the development and implementation of standards for compassionate, high quality clinical care of neurology patients both within, and external to, Bendigo Health.
- Undertaking case reviews and providing advice and recommendations to the Clinical Director, Executive Director, CMO and clinicians on appropriate clinical management of neurology patients

## Responsibilities and Accountabilities

The Neurologist will:

- Work as part of the multidisciplinary neurology team
- Provide expert neurology advice as requested by specialist colleagues
- Provide outpatient general neurology clinics
- To provide opinions on EEGs as requested by ICU
- Provide clinical expertise at the Stroke Committee
- Provide nerve conduction studies
- Actively participate in teaching for Doctors in Training
- Help develop business cases to grow a neurology department
- Maintain accurate records, statistics and reports as needed
- Help with the development and implementation of appropriate policies and practices within neurology services to ensure consistent and coherent high-quality management of patients.
- Identify relevant training requirements for staff and develop a training and education program to facilitate those requirements.

- Contribute to Quality and Safety initiatives and activities including Morbidity and Mortality reviews, as directed by the Clinical Director.
- Clinical research relevant to regional neurological services is encouraged
- Advise on the implementation of relevant research findings into clinical practice, thereby promoting evidence- based practice.
- To participate in organisational committees as appropriate.

## Personal Attributes

- High level of prioritisation and organisational skills
- Ability to interact and communicate with a diverse range of people at all levels
- A collaborative approach with consumers and the multidisciplinary team
- Ability to introduce new concepts through innovation, influencing, negotiating and persuasion skills
- Flexibility to operate in an environment of change and continuous improvement
- Ability to create a psychologically safe environment where everybody feels safe to speak up

## Generic Responsibilities

**Code of Conduct** - The Victorian Government's Code of Conduct is binding on all Bendigo Health staff. Contravention of a provision in the code may constitute misconduct and/ or regarded as a breach of the employee's employment agreement and will be dealt with under the organisations Counselling and Disciplinary Action Policy.

**Compliance with policies and procedures** - All Bendigo Health's policies and procedures are set out in its clinical and managerial policy manuals located on the intranet under PROMPT and in hard copy. All staff must ensure they comply with policies, procedures and standard ways of work practices when carrying out their work. Any breach in compliance may result in disciplinary action.

**Occupational Health and Safety** - Every staff member has the responsibility to take reasonable care of their own health and safety and the safety of others, to cooperate with Bendigo Health's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. Any breach in compliance may result in disciplinary action.

**Infection Control** - Every staff member has the responsibility to minimise incidents of infection/ cross infection of residents, staff, visitors and the general public. All staff must adhere to the policies and procedures as set out in Bendigo Health's infection control manuals. Any breach in compliance may result in disciplinary action.

**Confidentiality** - All information concerning Bendigo Health, its patients, clients, residents and staff should remain strictly confidential. Any unauthorised disclosure of such information may result in disciplinary action.

**Quality Improvement** - Bendigo Health is dedicated to improving the quality and safety of health services by providing care within the following domains of quality: Consumer Participation, Clinical Effectiveness, Effective Workforce and Risk Management. As a result, we apply the concept of the quality cycle for all our quality activities, initiatives and projects thereby ensuring the best possible care and treatment results are

achieved. The underlying principle of the cycle is that an activity is not complete until evaluation shows that it has been effective and reached the desired outcome. As a Bendigo Health employee you have a responsibility to participate in and commit to ongoing quality improvement activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

**Diversity** – Each person has a right to high-quality health care and opportunities regardless of diversity factors, which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age and socio-economic status. Every staff member has a responsibility to recognise and respect diversity. Inclusiveness improves our service to our community and promotes engagement amongst staff.

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. FRACP or equivalent degree enabling registration with AHPRA and membership of the college training program.
2. Fellowship in Neurology

### Desirable

1. High level interpersonal and communication skills
2. Evidence of on-going professional development to continually update personal medical knowledge and skills.
3. Ability to operate in an environment of change
4. Ability to work as part of a team as well as independently
5. Demonstrated leadership qualities
6. Postgraduate degree or PhD

## Mandatory Requirements

**National Police Record Check** A current and satisfactory National Police Record Check must be completed by all new staff prior to commencement at Bendigo Health.

**Immunisation** As a health provider dedicated to providing quality patient care, we all need to be aware of the critical importance of infection control. Each staff member has a responsibility to comply with Bendigo Health's Staff Immunisation Policy and various infection control policy and procedures. All staff are required to provide evidence of vaccinations prior to commencement at Bendigo Health

**Registration with the Australian Health Practitioner Regulatory Agency (AHPRA).** 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.

*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.*