

# Position Description

Position Title	Senior Consultant Physician / Clinical Lead in Geriatric Medicine
Position Number	30027002
Division	Clinical Operations
Department/s	Geriatric Rehab and Pall Care Medicine
Enterprise Agreement	Medical Specialists (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022-2026
Classification Description	Staff Specialist
Classification Code	HM39 – HM41 (Years 7 - 9)
Reports to	Clinical Director Geriatric Rehab and Palliative Care Medicine
Management Level	Choose Tier
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 Community and Continuing Care Division

The **Community and Continuing Care Division** provides a broad range of high-quality, person-centred care programs and services to consumers in inpatient, outpatient, and community settings. Each service within the division is designed to ensure holistic care and improve the overall well-being of our patients and communities.

The Community Services team is dedicated to enhancing the health and wellbeing outcomes of the communities in the Loddon Mallee with six regional offices. This team includes: Aged Care Assessment undertaken on behalf of My Aged Care; Community Allied Health; Community Care; Carer Support and Community Nursing & Home Care.

The Continuing Care team delivers high-quality services across the Loddon Mallee region including: Dental Care; Chronic Disease Management; Outpatient Rehabilitation; Support for People Transitioning Home; Diabetes Management and Geriatric Management and Assessment.

The Allied Health team provides comprehensive, high-quality care across the continuum, including expert services in: audiology, dietetics, exercise physiology, occupational therapy, physiotherapy, podiatry, psychology, social work, speech pathology and allied health assistants who work with these disciplines.

The **Geriatric Medicine Team** includes Geriatricians, Rehabilitation physicians, Palliative care physicians, registrars and junior medical staff. The Team work across inpatients, outpatients and home settings.

In addition, the Community and Continuing Care Division holds the professional portfolio of Chief Allied Health Officer. The Chief Allied Health Officer and allied health discipline managers provide professional governance for all allied health across Bendigo Health.

## The Geriatric Medicine Team

The new regional Bendigo Hospital opened In January 2017, with all inpatient medical units (acute and subacute) co-located across three levels of the same building. The Geriatric Medicine service provides inpatient, ambulatory and in-community services in Bendigo and across the Loddon Mallee region of Victoria.

The inpatient Geriatric Medicine service manages acute and subacute GEM beds, an Orthogeriatric co-care service, consultation to other inpatient Units and E.D.

Ambulatory clinics currently include CDAMS (Cognitive/ dementia), Falls and Balance, Continence, Pain and Chronic Neurology, Comprehensive Geriatric Assessment (CGA).

Since 2017, the Geri-Connect Service has provided specialist Geriatric Medicine outreach telehealth consultations, alongside regional GP's, for those in Residential Aged Care Facilities (RACF), smaller regional hospitals and those living at home. This service is designed to enhance, support and simplify clinical care through a combination of face to face and telehealth specialist consultations alongside recently deployed home monitoring capabilities for GEM@Home, HITH and chronic disease management. This home monitoring component is coordinated through the Virtual Care Office across the Loddon Mallee region utilising the Regional Community IT platform. In addition, over the next three years, we are utilising the

above developments to evolve a Rapid Assessment of the Deteriorating Aged at Risk (RADAR) service providing coordinated provision of assessment, services and support to those older adults at risk of deterioration or presentation to ED or those who can be managed at home (Virtual Ward concept).

## The Position

This is an ongoing Full Time Senior Consultant Physician in Geriatric Medicine position. This role encompasses both the Senior Consultant Physician position with clinical responsibilities, and the Clinical Lead function providing medical leadership to the Geriatric Medicine team, reporting to the Clinical Director.

This position may involve the provision of inpatient care, telehealth Geriatrician services to Geri-Connect patients, GEM at Home and in-person outpatient consultations, as well as supporting any COVID-related work in Bendigo Health Residential Care Facilities.

In terms of the Clinical Team Lead position, the responsibilities of the role are to provide leadership to members of the Geriatric Medicine craft group, support Advanced Trainee and broader Geriatric medical education and assist the Clinical Director (CD) with management of the Geriatric and Rehabilitation Medicine unit at Bendigo Health.

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.

## Responsibilities and Accountabilities

To undertake a Senior clinical role within Geriatric and Rehabilitation Medicine Services as negotiated, including:

### **Clinical duties:**

- Provide expert clinical care and specialist service to patients in the area of responsibility
- Assist the Clinical Director, Geriatric and Rehabilitation Medicine Services, in the development, evaluation and maintenance of new or evolving models of care including regional Telehealth outreach
- Ensure accurate, timely, and pertinent documentation in medical records for patients in the area of their responsibility
- Keep abreast of new and proposed developments concerning Geriatric Medicine and offer advice and guidance where appropriate
- Comply with Bendigo Health Care Group's policies and protocols on all aspects of patient care
- Provide regular supervision and support for junior medical staff
- Orientation, teaching, and supervision of Geriatric medicine RACP trainee registrars, hospital medical officers, medical interns and medical students.
- Conduct regular assessments and evaluations of trainee performance and provide constructive feedback for improvement
- Provide clinical services in accordance with the Australian Medical Association Code of Ethics
- Support succession planning, workforce development and contribute to regional training pathways in Geriatric Medicine
- Perform other duties as requested from time to time by the Clinical Director, Geriatric and Rehabilitation Medicine Services

- Comply with all continuing professional development requirements of the Royal Australasian College of Physicians

#### **Clinical Unit Lead duties:**

- Support the CD in providing clinical management and leadership to the Geriatric and Rehabilitation Medicine Services department including: clinical governance (case reviews /VHIMS/Quality), service planning, people management, regional leadership, education, portfolios and contributing to strategic planning and service development
- Act in the CD role, when required, and take the lead with allocation of department portfolios
- Oversee administration staff's organisation of roster management of senior medical staff
- Engage with the Medical Workforce Unit on the development of the Junior Medical Staff roster and the allocation of resources for service delivery
- Participation in team/departmental/directorate business meetings and other meetings as required
- Support CD with the provision of training and educational programmes within the Geriatric Medicine department
- Support the monitoring and compliance with accreditation requirements and standards for Geriatric medicine training programmes
- Assist with liaison between Advanced trainees and the Geriatric Medicine CD to address concerns, resolve conflict and create a positive learning environment
- Participate in the recruitment and selection of Geriatric medicine trainees and Senior staff

## **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

- A qualified medical practitioner registered as a Specialist in Geriatric Medicine by the Medical Board of Australia (AHPRA)
- Fellowship of the Royal Australasian College of Physicians (or equivalent)
- Proven (7+years) clinical experience as a Geriatric Medicine staff specialist and a demonstrated ability to manage clinical, non-clinical, and managerial duties
- A high level of interpersonal and communication skills
- Demonstrated ability to communicate, develop and maintain effective service interactions required to achieve organisational goals
- A demonstrated commitment to promote excellence in the provision of Geriatric Medicine and ongoing clinical education and mentorship

### Desirable

- Training, education and demonstrated success in management and leadership
- Experience and/or education in Digital health and in the provision of telehealth services
- Demonstrated record of managing resources and meeting financial targets
- Experience and knowledge of Clinical Governance as it pertains to Geriatric Medicine
- Completed RACP Supervisor Professional Development Program or equivalent
- Track record or interest in academic collaboration, research, or quality improvement projects

### Personal Attributes

- A personal approach which is positive, enthusiastic, friendly and helpful
- Ability to introduce new concepts through innovation, influencing, negotiating and persuasion
- Flexibility to operate in an environment of change and continuous improvement

# 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 Australian Health Practitioners Regulatory Agency** 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.

## **A current Driving License or equivalent**

*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.*