Position Description

Position Title	Cardiac Fellowship Pacing and Electrophysiology
Position Number	30013566
Division	Clinical Operations
Department	Cardiology
Enterprise Agreement	AMA Victoria/ASMOF – Victorian Public Health Sector Medical Specialists Enterprise Agreement 2022-2026
Classification Description	Specialist Year 1-9
Classification Code	HM33 – HM41
Reports to	AMA Victoria/ASMOF – Victorian Public Health Sector Medical Specialists Enterprise Agreement 2022-2026
Management Level	Specialist Year 1-9
Staff Capability Statement	HM33 – HM41 or HN16 – HN59
Mandatory Requirements	• National Police Record 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

As an organisation we are committed to delivering safe, inclusive and high-quality care to our diverse communities across the Loddon Mallee Region. We value and respect the unique backgrounds, cultures and experiences of the people we serve and those who work with us.

We are a proud child safe organisation, dedicated to the safety, wellbeing and voice of all children and young people. We are committed to creating a culturally safe and welcoming environment where Aboriginal and Torres Strait Islander peoples—adults, children and families—are respected, supported and empowered to express and celebrate their culture.

Our Vision

To be a trusted regional healthcare service recognised for delivering exceptional care, being a great place to work, and being deeply connected to our community.

Our Values

PASSIONATE – We are passionate about doing our best – for our patients, our colleagues and our community.

ACCOUNTABLE – We take ownership of our actions and outcomes, always striving for integrity and improvement.

CARING – We care deeply for our community – and our community cares for us. Compassion is at the heart of everything we do.

TRUSTWORTHY - We are open, honest and respectful in all that we do – earning the trust placed in us every day.

The Position

The Cardiology Fellow in Cardiac Pacing and Electrophysiology is responsible for participating in the assessment, investigation, management, and follow-up of patients with cardiac arrhythmias and cardiac implantable electronic devices (CIEDs). The fellow will develop advanced skills in electrophysiology, cardiac pacing, device management, catheter ablation, and inpatient and outpatient arrhythmia care under the supervision of accredited electrophysiologists. The position provides advanced training consistent with the requirements of the Royal Australasian College of Physicians (RACP) and the Cardiac Society of Australia and New Zealand (CSANZ).

This position aligns with Bendigo Health's strategic priorities. It will expand access to specialist Cardiology services, strengthen workforce capability and support sustainable local service delivery

Responsibilities and Accountabilities

The Cardiac Pacing and Electrophysiology (EP) Fellow is responsible for providing advanced clinical care to patients with cardiac rhythm disorders while developing specialist expertise in electrophysiology, cardiac implantable electronic devices (CIEDs), and arrhythmia management.

Key Responsibilities

- Participate in inpatient and outpatient arrhythmia services.
- Provide consultation services for patients with rhythm disorders.
- Participate in multidisciplinary case discussions and clinical meetings.
- Contribute to the management of emergency arrhythmia presentations.
- Perform and interpret device interrogations including:
- Permanent pacemakers
- Implantable cardioverter defibrillators (ICDs)
- Cardiac resynchronisation therapy devices (CRT-P and CRT-D)
- Implantable loop recorders (ILRs)
- Troubleshoot device-related issues
- Participate in device clinics and remote monitoring programs
- Develop competency in device programming and optimisation.
- Conduct specialist arrhythmia and device follow-up clinics.
- Review referrals from cardiologists, physicians, and general practitioners.
- Formulate management plans and communicate outcomes to referring clinicians.
- Participate in the education of:
    - Basic Physician Trainees
    - Cardiology Advanced Trainees
    - Junior Medical Officers
    - Nursing and Allied Health staff
- Present at:
    - Cardiology meetings

- EP case conferences
- Journal clubs
- Morbidity and Mortality meetings

- Participate in clinical research projects relevant to electrophysiology and pacing.
- Contribute to audits and quality improvement initiatives.
- Present research findings at local, national, or international meetings where appropriate.
- Assist with maintaining clinical databases and outcome monitoring.

Key Selection Criteria

Essential

1. Medical registration with the Medical Board of Australia.
2. Advanced Trainee in Cardiology or Fellowship of the Royal Australasian College of Physicians (FRACP).
3. Demonstrated interest in cardiac electrophysiology and pacing.
4. Effective communication with patients, families, referring clinicians, and multidisciplinary team members.

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.
- Support research activities in alignment with the National Clinical Trials Governance Framework to ensure high-quality, safe, and ethical clinical trials and research practices across Bendigo Health
- 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.