

POSITION DESCRIPTION

NSLHD - Staff Specialist – Palliative Medicine - Mona Vale Hospital (Apply via eCredential)

	
Organisation	NSW Health
Local Health District / Agency	Northern Sydney Local Health District
Position Classification	Staff Specialist
State Award	Staff Specialists (State) Award
Category	Specialist Medical & Dental Practitioner Specialist Palliative Medicine (SMDO)
Vaccination Category	Category A
ANZSCO Code	253999 Medical Practitioners nec
Website	www.nslhd.health.nsw.gov.au/

PRIMARY PURPOSE

Performing the clinical duties of a staff specialist in palliative care focusing on delivery of inpatient services, and also providing outpatient palliative care services, as well as implementation of and participation in palliative medicine education and research. The position is part of the Supportive and Palliative Care Network. Ongoing quality assurance activities at the Departmental, Divisional and District levels and additionally as directed by the Director of Medical Services and Director of Clinical Governance.

The Palliative Care Unit (PCU) will be a 10 bed facility, able to accommodate public, private and DVA patients. The PCU facility will provide short-term holistic care for patients with life-limiting illnesses at various times in their illness trajectories. The facility will provide comprehensive medical, nursing and allied health care based on the unique needs of the patient, their family and carers. When the patient is facing a life-limiting prognosis, aspects of care might include:

- Symptom management
- Social and emotional support
- High quality end of life care
- Planning for discharge from hospital to home

This care will be provided within the scope of practice endorsed by the NSLHD Medical and Dental Appointments Advisory Committee (MDAAC)

ESSENTIAL REQUIREMENTS

National Police Check and Working with Children Check

KEY ACCOUNTABILITIES

Clinical

Assessment of inpatients:

Provide clinical management and timely treatment of up to 10 inpatients who will be under your care

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Timely assessment of all referrals to the in patient unit
Establish patient goals
Establish patient care needs
Report assessment

Consultative service:

This may encompass consultative or supportive roles for palliative care services.

Manage day to day tasks:

To participate in and maintain the after-hours service
Compliance with LHD policies and other forms as appropriate ie death certificates, cremation forms, coroner's forms, request for post mortems, etc

Conduct medical assessments and initiate appropriate treatments:

Conduct appropriate medical assessments and treatments in liaison with other palliative care professionals as available

Ensure adequate documentation is entered in the patients' medical record
Referrals are made to other health professionals and organizations as necessary

Co-operates with other medical officers:

Professional and courteous relationships are maintained
Provides opportunities for clinical advice as required

Accurate records are kept in medical records:

All interventions/assessments for all Palliative Care patients are recorded in the appropriate medical record
Information is communicated with other team members as appropriate
Records are written in a concise and objective manner
Patient information is kept confidential

Administrative Matters

The Staff Specialist will provide support to all medical staff:

- Junior medical staff is supported/supervised by the Staff Specialist
- Regular meetings occur with palliative care and hospital staff to enable a co-ordinated approach to the Palliative Care service

Attend departmental, divisional and LHD meetings as required.

Participate on those hospital and LHD committees to which formally appointed. Participate in at least 75% of departmental Morbidity and Mortality meetings.

Participate in clinical quality activities – including peer review, clinical practice audit, root cause analysis, journal clubs.
Provide minimum of four weeks notification to Divisional Manager and Director of Medical Services of planned/intended leave arrangements, ensuring any on-call commitments are covered by an appropriate colleague by agreement through department internal relief.

Notify Director of Medical Services of any event likely to give rise to a medico-legal claim or complaint, and complete the appropriate Notification of Incident Form for TMF Claims.

Provision of billing details to Administrative Support Officer as set out with the Staff Specialist Award.

Quality and Research Activities

Initiate and participate in appropriate departmental and hospital quality assurance and risk management projects.

Participate in departmental Mortality and Morbidity meetings, Sentinel Event meetings, or peer review meetings.

Systematically review clinical performance of self and department.

Participate in Root Cause Analysis teams as requested.

Initiate research and develop projects relevant to the clinical discipline that assist in the development of new or revised clinical pathways and protocols.

KEY CHALLENGES

- Identifying approaches that enhance the capacity of specialist palliative care services to provide care to the increasing numbers of patients who require such care.
- Ensuring that palliative care services in MVH maintain a commitment to ensuring that practice is as closely based on current evidence as possible.

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- Resolve issues within a multidisciplinary team environment.

KEY RELATIONSHIPS

Who	Why
Medical Officers and other healthcare professionals in the Cancer and Palliative Care Network	Provide clinical leadership, teaching and patient management. Collaborate regarding patient care to deliver best practice and care.
Primary Health Network and local GPs and Hammond Care	Liaise with local GPs and Community Services to provide information about the service and regarding patient management.
Medical Administration	Liaise with administrative staff on matters that assist with delivering efficient and effective clinical services.
Patients/Clients, their families and relevant parties (in accordance with legislation related to confidentiality and privacy)	To provide appropriate, high quality, patient- centred care which meets the needs and expectations in line with CORE values.
Local Health District and Cluster administration staff, management and executive; NSW Ministry of Health and other Local Health District staff as may be required.	Verbal and written communication as appropriate using face to face contact, telephone, mail and email as required. Ensure delivery of medical services within the Department meet agreed service delivery, performance benchmarks and revenue targets.

SELECTION CRITERIA

1. MBBS or equivalent, currently registered with the Medical Board of Australia. Applicants must have Fellowship of the Australasian Chapter of Palliative Medicine of The Royal Australasian College of Physicians or recognition as a specialist by the Medical Board of Australia.
2. Consistently demonstrates behaviours that reinforce the CORE Values of our organisation; Collaboration, Openness, Respect and Empowerment. Demonstrates these behaviours with all stakeholders; colleagues, direct reports, as well as our patients and consumers, and those that care for them.
3. Appropriate experience to practice as a Senior Medical Practitioner in Palliative Care Medicine.
4. Demonstrated ability to provide high quality compassionate medical care as evidenced by recent practice experience in working congenially and collaboratively as both a leader and member of a multidisciplinary team and as a provider of services that engender high levels of patient satisfaction and experience.
5. Demonstrated excellent written and verbal communication skills.
6. Demonstrated excellent interpersonal and communication skills.
7. Demonstrated ability to lead and work within a multidisciplinary team environment.
8. Demonstrated interest in quality improvement methodologies.

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OTHER REQUIREMENTS

Supervision, Training and Education

Involvement in multidisciplinary supervision, training and education – including Nursing, Allied Health, Junior Medical Staff, Medical students, other members of the multidisciplinary team and Emergency Department staff.

Supervise Junior Medical Staff to the standards required by the relevant training authority.

Professional Development, Continuing Education and Maintenance of Standards

Meet the recertification standards of AFRM/RACP.

Disclose your recertification standing to the Hospital if asked.

To develop and implement for oneself, a professional plan which is reviewed and updated regularly in the annual performance appraisal.

Comply with CME requirements.

General Duties

Comply with relevant Acts of Parliament, professional conduct, LHD Code of Conduct, WHS, EEO, and Bullying and Harassment and other LHD policies and procedures.

Use LHD resources efficiently, minimising cost and wastage, and ensure waste products are disposed of in line with LHD waste management guidelines.

Report any risk identified (eg: WHS, Clinical, Financial, Technology, Public Image) to the manager and request a risk assessment. Participate in risk management activities.

Co-operate with other staff members to ensure that duty requirements and standards are being met and maintained.

Perform all other delegated tasks appropriately and in line with grading and capabilities.