

Position Description

POSITION:	Speech Pathologist – Grade 2
REPORTS TO:	Allied Health Team Leader
CLASSIFICATION:	Dependent on qualifications and experience
AWARD:	<i>Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2020 – 2021 and subsequent agreements.</i>

Maryborough District Health Service

Maryborough District Health Service (MDHS) has been operating in Maryborough for more than 160 years and has a proud history of providing high quality services to the local community.

The main campus is located in Maryborough with other services delivered from the Avoca and Dunolly campuses

MDHS employs over 450 staff and is one of the largest employers in the region.

MDHS serves the Local Government Areas of Central Goldfields and Pyrenees Shires and provides a comprehensive range of services to a population of around 15,000 people.

Clinical Services	Acute – Medical/Surgical Amherst – 28 inpatient beds Dunolly – 2 inpatient beds	Allied Health Support for Inpatient Care	Central Sterilising Department
	Dialysis 6 chairs	Drug & Alcohol Detoxification	Maternity Services A Midwifery group practice model of care with maternity beds as part of the mixed Amherst ward
	Palliative Care	Theatre – Same Day & Overnight	Post-Acute Care
	Pre-Admission Clinic	Urgent Care Centre 4 cubicles	Medical Imaging
Aged Care	Residential Wattlerise – 45 high care beds Avoca – 29 high and low care beds Dunolly – 19 high and low care beds	Respite Care Avoca – 1 respite bed	Transition Care Program Dunolly – 4 beds
Community Services	District Nursing	Chronic Disease Management	Oral Health Services
	Housing	Occupational Therapy	Physiotherapy
	Speech Pathology	Dietetics	Community Health
	Health Promotion	Social Support	Alcohol & Drug
Support Services	Administration	Building Services	Emergency Management
	Health Information	Hotel Services	Human Resources
	Quality & Risk	Staff Education	Student Management
	Finance	Occupational Health & Safety	Procurement & Supply

Position Description

Our Vision

Changing the healthcare story with our community.

Our Purpose

Connecting GREAT healthcare to our community.

Our Promise

- Seeking to understand you as a person, not as a condition.
- Caring for you with compassion and kindness.
- Treating you fairly and respectfully, on every occasion.
- Keeping you safe and informed with open and honest communication.

Our Values



Being consistently honest, trustworthy and accountable.



This is reflected in our behaviours, attitudes and words, always being fair, honest and caring to those we work with and come in contact with.



Only the best by us will do, by achieving the highest standards of service and care.



We consistently do what we say we are going to do by supporting and holding each other to account.



Working together to support common values and vision for shared goals.

Strategic Priorities

Our strategic priorities, goals and objectives are:

1. **Connecting our Community to Care;** by integrating care across the continuum, developing innovative and consumer centred models of care and leveraging technology to connect care and services.
2. **Purposeful Partners;** by connecting with our community and consumers and developing strategic and productive partnerships.

Position Description

3. **Our Team;** by implementing a staff personal development program, improving mental health and wellbeing for all staff and becoming an employer of choice.
4. **Sustainability;** by completing a successful hospital redevelopment, maintaining a sustainable business as usual during hospital redevelopment and delivering safe care and services every day and ensure quality is a focus before, during and after transition to the new hospital.

The Position

This position will work collaboratively to provide an effective generalist Speech Pathology service at Maryborough District Health Service (MDHS) across the range of services and programs offered by the health service. This will occur within the principles of care coordination, where clients/patients have access to a highly coordinated health care and community support system.

MDHS Community Services uses a range of flexible service delivery models including group and individual consultation, health promotion and education to address the health needs of the communities within our catchment. Services are provided in a variety of locations, including schools, preschools, community health services, hospitals, residential care facilities, community venues and client's homes. Clients of all ages can access the service.

Speech Pathology is the diagnosis, management and treatment of individuals who are unable to communicate effectively or who have difficulty with feeding and swallowing. Speech pathologists work with a range of people in the community, to develop communication and literacy skills and assist people to eat and drink safely.

As part of the MDHS Allied Health Team, you will be situated within the Community Services Directorate of Maryborough District Health Service. However, the role will include work within community settings ensuring services are provided to children and their families as early as possible to ensure they are entering school with the speech and literacy needed to achieve their full potential. In addition the role will work across the age range of clients, patients and residents referred to the Speech Pathology department.

Specific Responsibilities

- Work with the Speech Pathologist Team to implement the Speech Pathology services required by the community, acute and residential services clients.
- Manage a clinical caseload, which encompasses the acute, community and residential aged care settings as well as conducting home visits where necessary.
- Develop, conduct and evaluate individual and group speech pathology assessment and intervention.
- Work collaboratively with all members of the multidisciplinary team to facilitate integrated person-centred care leading to timely and effective client discharge.
- Provide clear and concise documentation related to service delivery – including client / patient notes and reports.
- Attend and participate in relevant committees, team meetings, case conferences and family meetings as required and relevant to the level of skill and experience.
- Contribute to the establishment and maintenance of strategic relationships with other departments, other professionals and agencies.
- Maintain knowledge of current clinical developments and research finding in order to provide evidence based best practice speech pathology services.
- Comply with guidelines and relevant accountability requirements including statistical data collection requirements.
- Actively promote and participate in maintaining the safety, orderliness and appearance of speech pathology facilities and equipment.
- Work collaboratively with key stakeholders to promote speech and language development within the

Position Description

community.

- Provide clinical supervision to grade 1 speech pathologists and speech pathology students.
- The Speech Pathologist will accept accountability and responsibility for their own actions within their scope of practice.

Organisational Responsibilities

Organisational Values

Each staff member must demonstrate and uphold the mission and values of MDHS. This includes accepting accountability and responsibility for their actions, demonstrating a commitment to ongoing education and professional development, and working within current scope of practice.

Equal Opportunity, Workplace Behaviours & Code of Conducts

MDHS endorses the Victorian State Government Code of Conduct. Each staff member has the right to equal opportunity and a work environment free from any form of workplace harassment and bullying. Each staff member must adhere to MDHS Policies in this regard and participate in education and training.

Each staff member must demonstrate an understanding of appropriate behaviours when engaging with children, according to MDHS' Child Safety Policy and Child Safety Code of Conduct.

Quality Improvement

Each staff member is required to participate in MDHS' Quality Improvement programs to encourage excellence of care and ensure effective and safe use of resources.

This includes participation in appropriate staff development, training and education as required by MDHS and sharing knowledge with other staff members.

Risk Management

Each staff member has a duty to take a proactive role in contributing to the identification, management and reporting of risks, including near misses and hazards. Staff members who identify a risk are required to take first line action to minimise the risk and to then report it to their direct line manager for further management. All staff members are required to report any incidents that occur during the course of their duties.

Occupational Health & Safety

Each staff member has the right to a safe working environment and should advise their direct line manager of any risk or condition likely to result in accident or injury. Each staff member has the responsibility to take reasonable care of their own health and safety, to co-operate with OH&S policies, and to participate in appropriate safety education and evaluation activities.

Infection Control

Each staff member is responsible for minimising the risk of patients, residents, clients, visitors and other staff members acquiring or being exposed to infections arising from activities within the health care environment. Staff members are to support risk management strategies by adhering to the Infection Control Policy Manual Guidelines.

All MDHS staff are required to have their influenza vaccination and COVID vaccination prior to commencement and provide evidence of the same. These vaccinations are a mandatory requirement of ongoing employment at MDHS.

Confidentiality

Position Description

Each staff member must comply with the principles of confidentiality relating to patients, residents, clients and other staff members.

Failure to observe this requirement may be regarded as misconduct warranting termination and incur liability to penalty pursuant to Section 141 of the Health Services Act, 1988.

Pre-Employment Security Screening

All new staff members are required to undergo a criminal history check prior to commencement and then again every three years.

A valid Employee Working With Children Check is also required for all positions.

A valid NDIS Workers Screening will be required for workers identified as working within a risk assessed role.

No-Smoking Policy

To ensure a healthy and safe work environment for our staff, volunteers, patients, residents, clients and visitors, smoking is not permitted on hospital grounds, in buildings and offices or in any vehicle.

Key Selection Criteria

Qualifications / Experience

1. A recognised degree in Speech Pathology and eligibility for practising membership with Speech Pathology Australia.
2. Evidence of a commitment to ongoing learning in relevant fields. Demonstrated ability to identify, and actively participate in quality improvement activities and positively influence change as required.
3. Demonstrated ability to develop and empower others through supervision, modelling and training.

Specialist Expertise

4. Knowledge and understanding of issues facing vulnerable families and those from diverse backgrounds
5. Sound knowledge and experience in providing high quality assessment and management options for a broad range of communication and/or swallowing difficulties
6. Recognition of possible challenges to work effectively in a community setting, to achieve best client outcomes.
7. Ability to communicate and advocate in a timely and effective manner with clients, their families/ carers
8. Ability to contribute to an interdisciplinary team to achieve optimal patient care and outcomes to minimise clinical risk
9. Understanding and commitment to person-centred care and the principles of self-management.

Personal Qualities

10. Ability to cooperate well with others in pursuit of team goals.
11. Demonstrated ability to monitor, evaluate and modify own performance through reflective practice.

Additional Information

Position Description

- All MDHS staff are required to carry out lawful directions as outlined above or delegated to them. The work to be performed – and where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association – is set out in this position description.
- 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.
- This Position Description may be amended and activities added or removed as the need arises. Any such amendments will be made in consultation with the relevant staff member/s.
- A Performance Review will be conducted at 30-days, three months and six months and then annually. The purpose of performance reviews is to facilitate communication between a staff member and their direct line manager to discuss and review tasks, goals, expectations and progress.
- All staff members are required to participate in mandatory corporate training.

Acceptance

I understand, agree to and accept the role as outlined in this position description.

Staff Member's Name (please print)

Staff Member's Signature

Date