

Position Title:	Emergency Medicine Physician		
Department:	Medical division	Cost Centre:	B0020
Enterprise Agreement:	MEDICAL SPECIALISTS (VICTORIAN PUBLIC HEALTH SECTOR) (AMA VICTORIA/ASMOF) (SINGLE INTEREST EMPLOYERS) ENTERPRISE AGREEMENT 2022 – 2026		
	Related to AMA in line with years of experience and expertise		
Reports To:	Clinically – Director Emergency Medicine Administratively – Manager Medical Workforce		
Infection Control Risk Category:	A		

Primary Purpose

PURPOSE OF POSITION:

- The Emergency Medicine Physician provides clinical leadership in the provision of coordinated, high quality emergency clinical services for South West Healthcare (SWH).
- The Emergency Medicine Physician is responsible for ensuring medical staff of the emergency department show professionalism at all times, and model behaviours that align to the values of SWH.
- The Emergency Medicine Physician works closely with the Emergency Medicine Clinical Director to monitor the activity and budget of the Department.
- The Emergency Medicine Physician will work collaboratively with the Clinical Director to plan, develop and implement coordinated clinical services.
- The Emergency Medicine Physician will assist the Clinical Director in providing an appropriate teaching program and to ensure the supervision of clinical practice and training of undergraduates and postgraduates within the emergency department.

PRIMARY OBJECTIVES:

The Emergency Medicine Physician is required to:

- Provide high level clinical leadership and management in their clinical service with a particular responsibility for supervision of all junior medical staff of the Division and has responsibility for establishing and monitoring clinical standards and practices in the Emergency Department.
- Promote the standing and operation of the service by representing the service at intra hospital and inter hospital committee meetings and working parties as delegated by the Clinical Director.
- Implement evidenced-based best practice in the delivery of clinical services
- Ensure and review quality of patient care by leading peer review, quality assurance and clinical governance activities.
- Where appropriate, develop and ensure medical staff compliance with policies, procedures and guidelines so that optimal patient care standards are met.
- Where appropriate, develop and maintain relationships with tertiary medical institutions and facilities associated with the health service.
- Work with the Clinical Director and other Emergency Medicine Physicians to improve clinical services at SWH.
- Actively participate in redesign projects and other innovations involving the Emergency Department.
- Conduct Emergency Department reviews and audits as directed by Clinical Director
- Participate in the ongoing review and periodic testing of the South West Healthcare internal and external disaster plans.
- Assist in the ongoing monitoring and review of the trauma system and trauma response provided by South West Healthcare.
- Assist South West Healthcare in achieving accreditation with various accreditation bodies.
- In conjunction with the South West Alliance of Rural Health (SWARH) and the South West Healthcare IT Services, introduce and develop appropriate information management systems and IT developments to support effective emergency clinical care.
- Maintain a working knowledge of Victorian Department of Health and Human Services policy directions as they relate to the provision of Emergency Services.
- Maintain a working knowledge of relevant Victorian legislation and other legal developments.
- Participate in the South West Healthcare Medical Emergency Response Plan as relevant.

Accountabilities and Key Results Areas

CLINICAL LEADERSHIP/MANAGEMENT:

- Clinical leadership and management roles primarily involve supporting the Director of Emergency Medicine in quality and risk management activities. They include the following:-
 - Assist in the development of relevant policies and procedure manuals and systems, which facilitate the co-ordinated and effective care of emergency medicine patients.
 - Participate in decision making in relation to operational matters concerning the Emergency Medicine service.

- Participate in ongoing Quality Improvement and Clinical Risk Management activities of the Emergency Medicine service, including relevant clinical audits.
- Support and assist in the training of medical students, junior medical staff and nursing staff involved in the management of obstetrics and gynaecology patients. In particular, it is important that Diploma candidates and Registrars meet training and log book requirements.
- Participate in the South West Healthcare Medical Emergency Response Plan as relevant.
- Participation in relevant research activities is encouraged.

PROFESSIONAL:

- Comply with continuing educational activities as outlined by ACEM and other relevant professional bodies.
- Facilitate harmonious relations within the Emergency Medicine services and within South West Healthcare generally.

OTHER:

- Perform other duties the Clinical Director of Emergency Medicine might reasonably direct from time to time.

SAFETY & QUALITY

The Emergency Medicine Physician is responsible to assist in the ongoing South West Healthcare ACHS Accreditation process in accordance with EQUIP guidelines and participation in and promoting continuous quality improvement activities

TEACHING, RESEARCH & MEDICAL EDUCATION

- Providing support and leadership to promote excellence in medical education.
- Being supportive and promoting research within the hospitals and the community where required.
- There may also be an opportunity to obtain an academic appointment with Deakin University Medical School which is situated onsite at SWH Warrnambool Campus.

Generic Responsibilities and Accountabilities

- Comply with all relevant legislative requirements, organisational policies, by-laws, standing orders, vision or mission statements and values including, but not restricted to:
 - Infection Control policies
 - Confidentiality policy and privacy legislation
 - Occupational Health and Safety policies and regulations
 - Guidelines of the State Services Authority including the public sector
 - Employment principles and Code of Conduct
 - Fire, disaster and other emergency procedures
 - Smoke Free Campus policy
 - Risk Management policies and guidelines
 - Consumer Participation Strategy
- Attend orientation/induction or other mandatory training and relevant Health Safety updates in areas such as Fire, Emergency Responses and Manual Handling
- Current Immunisation status in alignment with South West Healthcare's Immunisation policy
- Promote the organisation in a positive manner
- Participate as a cohesive member of the health care team
- Respect the rights of individuals
- Provide a child safe environment
- Participate in Continuous Quality Improvement within the organisation
- Accept responsibility for your own personal belongings
- Respect and appropriately care for the organisation's property and equipment
- Participate in an Annual staff Development Review

Key Relationships

Internal:	Clinical staff, Pharmacists, Allied Health, Administrative staff, Quality
External:	Ambulance Victoria, Other Health Services and Care Providers, General Practitioners, Department of Health and Human Services

Position Impact

Direct Reports:	Clinical Director Emergency Medicine
Budget:	N/A

Selection Criteria:

The Emergency Medicine Physician will have:

- Has a broad experience in the field of Emergency Medicine to enable confident clinical practice in a regional area.
- Suitable qualifications as a medical practitioner registered with the Australian Health Practitioner Regulation Agency, and be a Fellow of the Royal Australasian College of Emergency Physicians.
- Holds current Registration with the Medical Practitioners Board of Australia.
- Has a commitment to quality improvement activities relating to Emergency Medicine practice.
- Has effective communication, conflict management and team building skills.
- Has experience in and a positive attitude relating to the training needs of junior medical staff.

RELEVANT QUALIFICATIONS AND EXPERIENCE

- Relevant clinical qualifications are mandatory.
- Leadership, organisational, and interpersonal skills are recommended, as are developed written and verbal communication skills.

PERFORMANCE INDICATORS / EXPECTATIONS

- Maintain the values of SWH
- Assist in maintaining department accreditation with ACEM
- Assist in maintaining hospital accreditation
- Assist to ensure adequate supervision, oversight and debrief of staff within the department.

South West Healthcare reserves the right of amendment, addition or deletion to this position description as it considers necessary to serve the best interests of the organization.

Approvals

Employee Signature:		Date:	
Manager's Signature:		Date:	