
Position Title:	Emergency Physician / FACEM
Operationally reports to:	Clinical Director of Emergency Medicine and Director of Emergency Medicine St Vincent’s Hospital Melbourne
Professionally reports to:	Executive Director Medical Services & Chief Medical Officers at GVH and St Vincent’s Hospital Melbourne
Department:	Emergency Department at GV Health & St Vincent’s Hospital Melbourne
Directorate:	Clinical Operations GVH and Medicine and Emergency St Vincent’s Hospital Melbourne
Cost centre:	B0006
Code & classification:	Specialist Year 1-9 (HM33 – HM41)
Performance review:	Upon completion of probationary and qualifying period and annually or as requested
Employment conditions:	AMA Victoria – Victorian Public Health Sector – Medical Specialists Enterprise Agreement 2021-2026 and its successors, and GV Health Policies and Procedures (and as varied from time to time)

Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura and Rushworth. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional sites are also located in Shepparton, Seymour, Benalla, Cobram, Echuca and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services across the Goulburn Sub-Region within the Hume Region.

St Vincent’s Hospital Melbourne (SVHM) is a leading teaching, research and tertiary health service, which employs more than 7,500 staff across 18 sites throughout Melbourne.

The *Goulburn Valley Health Strategic Plan 2024-26* provides the direction for GV Health with key elements summarised below.

Vaccination against COVID-19 and Influenzas are a mandatory requirement of this role. Vaccination against preventable diseases is also highly recommended. You will be required to provide evidence of your vaccination status during the application process. SVHM Employee Health Screening and Immunisation Policy outlines the requirements for staff working in SVHM facilities.

OUR PURPOSE

GV Health will work with out communities and partners to grow an outstanding healthcare environment within our region to achieve excellence in heath and wellbeing outcomes, consumer and workforce experience, sustainability and Equity.

SVHM's mission is to provide high quality and efficient health services to the people of Victoria in accordance with the philosophy of St Vincent’s Health Australia

OUR VALUES AND BEHAVIOURS

Our culture is made up of our CREATE values and behaviours, through which we commit to delivering ongoing quality healthcare for our community. Our CREATE values and behaviours are the foundations for our strategic pillars, and for achieving our goals.



Compassion

- We treat others with kindness and respect;
- Our deep connection to the community enhances our care for patients;
- We support the whole patient journey;
- We are understanding of each other.



Respect

- We respect the patient’s voice and their choices;
- We celebrate diversity and are proud of multiculturalism;
- We respect differences of opinions;
- We respect the input of different disciplines and areas of expertise.



Excellence

- We are encouraged to grow professionally and personally;
- We are leaders in what we do;
- We invite feedback and are always striving to do better;
- We connect patients to further care and information.



Accountability

- We are responsible for our actions;
- We are courageous in our decision making and grow from our mistakes;
- We deliver what we promise;
- We don’t compromise on our standards.



Teamwork

- We are a multi-skilled workforce and we pool our resources together;
- We mentor and support one another;
- We take a collaborative approach to care;
- We are approachable.



Ethical behaviour

- We hold ourselves to high standards;
- We rigorously uphold professional boundaries in our regional setting where patients may be friends or family too;
- We value and respect our patient’s privacy and trust;
- We stand up against unsafe practice.

CREATE Outstanding

CREATE Outstanding encompasses foundation elements of the *Goulburn Valley Health Strategic Plan 2024-26* to link GV Health’s purpose, values and our Culture of Care with fundamental organisational systems and processes. GV Health is striving to achieve CREATE Outstanding in every interaction with the people services are provided for as well as how staff work with each other.

POSITION BACKGROUND:

The Emergency Physician provides specialist emergency medical care and ensures smooth patient flow for patients presenting to the Emergency Department. During clinical shifts, the Emergency Physician provides clinical leadership to ensure optimal outcomes to patients through working with the multidisciplinary team.

The Emergency Physician supervises the work of Registrars and Junior Medical Officers (JMO’s) and is involved in teaching both junior doctors and medical students. The Emergency Physician will be required to collaborate with other GV Health and SVHM specialists where appropriate and provide some services out of hours, including some weekends. The clinical component of these positions is shared equally between GVH and SVHM EDs though there is flexibility to consider alternatives of successful applicants.

The Emergency Physician will contribute to the overall strategic planning and improvement of the quality of clinical care and service delivery provided to GV Health consumers. This position amongst others is responsible for promoting GV Health as a quality regional health service provider.

The Emergency Physician will support the values and strategic priorities of St Vincent’s Hospital Melbourne (SVHM). They will provide excellence in the delivery of clinical service in the discipline of Emergency Medicine. In addition, they support SVHM teaching, research and clinical governance programs.

KEY RESPONSIBILITIES, ACTIVITIES AND DUTIES:

- Provide specialist care to patients in the Emergency Department both in hours and out of hours in accordance with both Healthcare providers requirements.
- Work with other medical, nursing, allied health and administration staff to ensure support for efficient admission processes in a timely manner.
- Engages with other hospital staff as required with respect to patient management and related issues including the interface between Emergency and inpatient areas for patient flow.
- Works collaboratively with the other departments across the organisation around patient flow, service review and development of appropriate models of care.
- Ensure that appropriate handover information is available where the care of an ill patient is being transferred to another doctor.
- Report areas of sustained poor safety, poor-quality performance or significant gaps between best and current practice to the Clinical Director of Emergency.
- Actively support participation in collaborative projects and statewide improvement initiatives where there is alignment with the Emergency Departments and both Healthcare provider’s priority areas for improvement.
- Provide consultative support by telephone to surrounding rural hospitals as required.
- Communicate effectively with General Practitioners or other referring doctors, other health providers or community nurses, regarding patient care.
- Ensure the service is participating in relevant clinical indicators programs and benchmarking core safety and quality indicators.
- Participates in development and implementation of a clinical audit program.
- Participates in Emergency Department Morbidity and Mortality Review Meeting, ensuring all deaths in Emergency Departments are reviewed and any recommendations actioned within an agreed timeframe.
- Help the Departments develop and review the use of best practice emergency management policies, procedures, clinical guidelines and tools.
- Promote and develop clinical research activities within the departments.
- Help in investigations of sentinel events using Root Cause Analysis (RCA), clinical reviews of adverse events and serious complaints as relevant to the Emergency Department and ensure all recommendations are actioned.
- Inform the Clinical Director of Emergency and the Chief Medical Officer of all complaints or clinical events that may expose both Healthcare providers to insurance claims
- Actively promote open disclosure practices within the Emergency Department.
- Act as a role model and provide professional leadership to all medical staff working in the Emergency Departments.
- Help the Clinical Director of Emergency in the recruitment, selection and appointment processes of Emergency Department medical staff and ensure staff are adequately orientated into the service.
- Participate in the credentialing processes where required.
- Supervise and mentor registrars and JMO’s in conjunction with other Emergency Physicians.
- Participate in the education of medical staff, nursing staff and medical and allied health students as required
- Provide regular formal and informal feedback on the performance of JMO’s and registrars working in the Emergency Department
- Participate in presentations at Grand Rounds, Clinical Audit meetings and other educational activities.



CREATE. Outstanding.

1. Provide quality and safe clinical care for consumers

- Ensure consumers, families/representatives or carers are provided with timely information and are involved in decision making about their care planning and treatment
- Accept accountability for own actions and seek guidance when a situation exceeds experience and/or knowledge
- Uphold and protect consumer rights, maintain strict confidentiality and continually practice to the principles of open disclosure
- Comply with best practice healthcare standards, legislation, and GV Health’s and SVHM Clinical Governance Framework and clinical practice guidelines
- Consumer feedback and complaints are responded to appropriately to ensure that issues are resolved and quality and safe clinical care is provided
- Maintain accurate and current clinical records ensuring documentation meets professional and legal standards
- Promptly report vital consumer observations that are outside the normal range as per clinical guidelines
- Ensure an effective discharge from hospital or services that reflects the needs of the consumer.

2. Develop and maintain collaborative relationships with all disciplines

- Collaborate and communicate with all members of the health care team to achieve desired consumer outcomes
- Respect the decisions and actions of others
- Contribute to interdisciplinary team meetings and clinical education sessions to facilitate consumer care goals.

3. Support and participate in evidence-based programs to evaluate and improve the quality of consumer care and outcomes

- Maintain current knowledge of clinical practice
- Actively participate in identifying where improvements can be made to the quality of consumer care
- Participate in clinical audits, research, process redesign and accreditation against healthcare standards to ensure ongoing clinical practice improvement and the quality of consumer care.

4. Commit to ongoing professional development of self, other employees and the profession

- Maintain and demonstrate regulated clinical skills and competencies by undertaking professional development and completing mandatory training as defined by GV Health and SVHM
- Undertake credentialing and review of scope of practice and work within these
- Improve performance by seeking feedback, setting goals and participating in annual performance reviews
- Support the development of others by acting as a resource to colleagues and participating in orientation of new employees and supervising students
- Provision of appropriate supervision to less experienced clinical employees
- Participate in committees and professional groups and disseminate relevant information to other health care professionals.

QUALITY, SAFETY, RISK and IMPROVEMENT

- The Emergency Physician is expected to:
 - promote and monitor quality improvement activities and programs within the Emergency Departments
 - continually measure and monitor trends of clinical outcomes and service performance over time

- analyses measures, flag significant issues for attention, investigate underlying causes, and implement improvement strategies
- focusing on systems issues and improvement rather than blaming individuals
- communicating quality and safety issues to all levels of the service
- encouraging risk reporting by staff
- Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines
- Maintain a safe working environment for yourself, your colleagues and members of the public
- Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and both the GV Health & SVHM workforce
- Contribute to organisational quality and safety initiatives
- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public
- Comply with requirements of the National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements.

OTHER REQUIREMENTS FOR ALL CLINICAL EMPLOYEES:

- Where relevant collaborate with consumers and the community in the development, implementation and review of health service planning, policies and quality improvement activities
- Demonstrate sensitivity, empathy and respect for the customs, values and spiritual beliefs of others at all times
- Assist with the supervision of students where appropriate
- Understand and act in accordance with the GV Health and SVHM Code of Conduct, relevant college codes and ethics, values and relevant policies, procedures and guidelines
- Comply with the principles of Patient and Family Centred Care
- Promote GV Health as a quality regional health care provider

KEY PERFORMANCE INDICATORS:

- Registration is maintained and working within scope of practice
- Attendance and active participation at meetings as required
- 100% compliance with core competencies and training requirements as outlined in the GV Health Education Framework
- Active participation in the Performance and Development review process

KEY SELECTION CRITERIA:

Essential Skills & Attributes

- Commitment to the Values *both Healthcare providers.*
- Current registration with the Australian Health Practitioner Regulation Agency as a Medical Practitioner.
- Current Fellowship with the Australasian College for Emergency Medicine (ACEM)
- Fulfil the “Maintenance of Professional Standards” Program requirements for the Australasian College for Emergency Medicine
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- Understanding of Clinical Risk Management and Quality Assurance concepts
- Demonstrated experience in providing a high quality and efficient Emergency Department service and care
- Recent experience in working congenially and collaboratively as both a leader and member of a multidisciplinary team

- Will have experience in or knowledge of programs for improving the organisation and delivery of care in Emergency Medicine
- Demonstrated ability to provide clinical leadership and direction to junior medical staff undergoing professional training in Emergency Medicine at different levels
- Commitment to patient safety and maintain involvement in Clinical Governance
- Sound communication and interpersonal skills
- Ability to manage and adapt to change
- Evidence of full immunisation against COVID-19
- Satisfactory National Criminal History Check prior to commencement of employment
- Satisfactory Working with Children Check prior to commencement of employment
- Completion of a Commonwealth of Australia Statutory Declaration prior to commencement of employment.

Inherent Requirements

GV Health and SVHM have a duty of care to all employees. The purpose of this section is to ensure that you fully understand and are able to perform the inherent requirements of the role (with reasonable adjustments if required) and that you are not placed in an environment or given tasks that would result in risks to your safety or the safety of others.

The role may require the following tasks among other things:

Consumer Care Role	
<ul style="list-style-type: none"> ▪ manual handling (pushing, pulling equipment) ▪ general consumer handling and clinical duties ▪ sitting, standing, bending, reaching, holding ▪ pushing pulling trolleys and equipment ▪ working alone ▪ general clerical, administration work, computer work ▪ use of personal protective equipment and handling ▪ operating equipment ▪ handling general and infectious waste ▪ participating in shift work and on-call 	<ul style="list-style-type: none"> ▪ exposure to substances and hazardous materials ▪ working at other locations may be required ▪ dealing with anxious or upset consumers or members of the public ▪ driving a motor vehicle

Reviewed by	Chief Medical Officer GVH & SVHM; CD Emergency GVH & SVHM
Issued	May 2024
Reviewed	May 2024



CREATE. Outstanding.

I acknowledge:

- That I will observe child safe principles and expectations for appropriate behaviour toward and in the company of children.
- That GV Health has a zero tolerances of child abuse and all allegations and safety concerns will be treated very seriously. For more information refer to GV Health’s Child Safety Standards procedure.
- That I have read and fully understand the Position Description and Inherent Physical Requirements of the position.
- I agree that I have the physical ability to fulfil the inherent physical requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.
- I understand that the information provided is a general outline and may not encompass every aspect of the position.
- GV Health or SVHM may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- I understand that this is separate to the Employment Agreement that I will sign, outlining the terms and conditions of my employment.

Accepted by: _____

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(Print Name)