

# Position Description

<b>Position Title:</b>	Consultant Cardiologist
<b>Reports to:</b>	Clinical Director Cardiology
<b>Department:</b>	Medicine
<b>Directorate:</b>	Clinical Operations
<b>Cost centre:</b>	A4352
<b>Code &amp; classification:</b>	Specialist Year 1 – Year 9 (HM33-HM41)
<b>Employment conditions:</b>	AMA Victoria – Victorian Public Health Sector - Medical Specialists Enterprise Agreement 2022-2026 and its successors and GV Health Policies and Procedures (and as varied from time to time)

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**GV Health is an equal opportunity employer and continually strives to build a diverse, equitable and inclusive workforce that reflects our community. We encourage applications from people of all backgrounds.**

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required. GV Health 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).

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## POSITION SUMMARY

The Consultant Cardiologist reports directly to the Clinical Director of Cardiology within the Department of Medicine at Goulburn Valley Health. The Department of Medicine provides cardiology care to a large catchment area within northern Victoria, including Greater Shepparton and surrounds, and extending into lower New South Wales. This includes inpatient care, multiple general and subspecialty outpatient clinics and cardiology outreach clinics to nearby health services.

Responsibilities of the Consultant Cardiologist include the provision of inpatient cardiology consultations and outpatient and outreach cardiology clinics. They will also assist in expanding the Clinical Diagnostic Unit by performing and reporting a range of cardiac investigations.

The Consultant Cardiologist will be an important part of the GV Health Cardiology team, providing outstanding and compassionate patient care. They will assist in strengthening and actively developing the services supporting patients with cardiac conditions in the Goulburn Valley area, taking a team-based approach and recognising the importance of multidisciplinary and collaborative care.

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## RESPONSIBILITIES AND DUTIES

**The following duties are inclusive of but not limited to**

- Provide cardiology outpatient clinics (General/Heart Failure/Rapid Access AF Clinic)
- Deliver cardiology outreach clinics within the Goulburn Valley region
- Provide selected telehealth consultations where clinically appropriate
- Ensure adequate documentation and clinical outcome correspondence (dictated letters) are done and verified in a timely fashion (3 working days) ensuring documentation meets professional and legal standards

- Oversee junior doctors and medical students attending clinics and provide on the spot guidance and feedback to them.
- Ensure the clinics are running on time and smoothly
- Attend to any follow – up phone calls or advice required by the GPs or other care providers for patients seen in the clinic.
- Action any investigations that have been ordered from the outpatient clinic in the doctor's name.
- Liaise closely with other clinicians regarding patients with comorbidities attending other clinics or health services.
- Refer to appropriate allied health teams including HARP, cardiac rehabilitation and palliative care services
- Assist with triaging of outpatient cardiology referrals
- Facilitate early reviews for appropriate cardiology patients where needed

**Inpatient:**

- Provide prompt inpatient consultation for patients in Critical Care, Medical Wards and the Emergency Department
- Expedite early cardiac investigations and/or outpatient review where appropriate
- Assist with communication and discussion of inpatients with tertiary cardiology centres
- Provide education to Registrars and Hospital Medical Officers during inpatient consultations

**Clinical Diagnostic Unit (CDU):**

- Report transthoracic echocardiograms
- Supervise stress echocardiograms and organise further testing and reviews where necessary
- Perform and report transoesophageal echocardiograms (TOE)
- Report other cardiac investigations which may include ambulatory blood pressure monitors, Holter monitors and 12-lead ECGs
- Communicate critical results promptly to treating units/GPs and ensure results are actioned
- Contribute to education and upskilling for the staff of CDU
- Participate in peer review/quality control activities
- Assist with expansion and development of the Clinical Diagnostic Unit and the range and scope of services provided.

**Administrative:**

- Participate in any Clinical Governance activities as directed by the Divisional Clinical Director or the Chief Medical Officer. This would include, but not be limited to, participating in in–depth reviews, root cause analyses, M&M meetings.
- Work closely with the infection control team to ensure safe and robust infection control practices are followed.
- Work closely with the Pharmacy Department to maintain ongoing education about drugs and ensure safe Medication Management
- Take an interest in the financial management of the Department and contribute to proposed advances in service delivery.

**OTHER RESPONSIBILITIES****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 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, participate in Royal Australasian College of Physicians Continuing Professional Development Program
- 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
- 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 and precepting 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.

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## **KEY SELECTION CRITERIA**

### **Formal Qualification(s) and Required Registration(s):**

- Current registration with the Australian Health Practitioner Regulation Agency as a Specialist Cardiologist.
- Experience in performing stress echocardiograms and transoesophageal echocardiograms, and reporting transthoracic echocardiograms
- Excellent oral and written communication skills
- Ability to work collaboratively within a team environment
- Commitment to providing support and education to junior medical staff and medical students

**Essential:**

- Fellowship in Echocardiography or Non-Invasive Imaging
  - Subspeciality experience in heart failure management
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**KEY PERFORMANCE INDICATORS****Your performance will be measured through your successful:**

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
  - Development and maintaining of collaborative relationships with all other teams and professionals;
  - Promoting and enabling of efficient teamwork and service provision both within the department and/or organisation and with other service providers;
  - Ability to contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
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**AT GV HEALTH ALL STAFF ARE REQUIRED TO**

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
- Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines;
- Development and maintaining of collaborative relationships with all other teams and professionals;
- This role may from time to time deal with distress, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. GV Health staff are required to comply with all safety related training, look after the safety and well-being of themselves and each other, and actively foster a safe working environment;
- 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 the GV Health workforce;
- Contribute to organisational quality and safety initiatives;
- Observe and comply with child safe principles, standards and expectations of appropriate behaviour toward and in the company of children;
- Complete the mandatory training requirements as defined by GV Health and actively engage in the Performance Development Review process;
- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public;
- Seek internal customer or consumer feedback and respond accordingly to identify areas of needs;
- Comply with requirement of National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements;
- Comply with the principles of patient and family centred care;
- Not smoke or vape on GV Health premises;
- Comply with immunisation requirements as per the Department of Health Victoria;

- Comply with all applicable to position pre-employment checks, which may include but is not limited to; police checks, working with children’s check (WWCC), National Disability Insurance Scheme (NDIS), Aged Care screening requirements.

**ACCEPTANCE:**

I acknowledge and accept that this Position Description represents the general outline of duties, responsibilities and accountabilities that are expected of me in my employment in the position, and may not encompass every aspect of the position. I understand that The GV Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

I acknowledge and accept that I must complete and maintain all relevant pre-employment screening and checks for successful employment.

I acknowledge and accept that that I have read and fully understand this Position Description. I agree that I have the ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.

I acknowledge I will be required to undertake the duties as set out in the position description (and any other duties as requested in accordance with my skills and experience) to the best of my ability and, at all times follow lawful direction.

By accepting the contract of employment, I am agreeing to duties and obligations within the Position Description.

**Clinical Operations**

**Cardiology Specialist**

**Reviewed by:**

Clinical Director Cardiology, Divisional Clinical Director  
Medicine

**Issue Date:**

December 2024

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## ABOUT US

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, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional satellite 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.

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## OUR PURPOSE

To significantly improve the health and wellbeing outcomes and experiences of the people and communities in our care.

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## OUR VALUES

GV Health's culture centres around our CREATE values and behaviours. Through these values and behaviours we commit to delivering ongoing quality healthcare for our community:



GV Health Vision and Values: [Values and Vision - GV Health](#)

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## OUR STRATEGIC PLAN

The **Goulburn Valley Health Strategic Plan 2024-2026** provides the direction for GV Health with our five strategic pillars being:

- Health and Wellbeing Outcomes: Improve health and outcomes for the population in our region
- Community and Consumer Experience: Ensure everyone has an outstanding personalised experience
- Our Staff Experience: Our people feel connected, supported, safe and well
- Responsible Workplace: Be sustainable and efficient
- Health Equity: Embrace differences in how we design and deliver healthcare

GV Health Strategic Plan: [Strategic Plan 2024-2026 - GV Health](#)

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## FOR MORE INFORMATION

**Application tips:** [Application Tips - GV Health](#)

**GV Health:** <https://www.gvhealth.org.au/about/>

**Child Safety and Wellbeing:** [Child Safety and Wellbeing - GV Health](#)

**Living in Goulburn Valley:** [Goulburn | Regional Living Victoria](#)

**GV Community Connector:** [Community Connector Program for Businesses](#)