

## Position Description

<b>Position title</b>	<i>Biomedical Engineer</i>		
<b>Department / Division</b>	<i>Biomedical Engineering / Critical Care</i>		
<b>Classification</b>	<b>Class 1</b> Year 1 -5 (PH1-PH5)	<b>Employment Status</b>	<b>Example:</b> Full Time, Ongoing 1 FTE
<b>Position reports to</b>	Operational: Manager Biomedical Engineering Professional: Manager Biomedical engineering		
<b>No. of direct &amp; indirect reports</b>	N/A		
<b>Location</b>	The Royal Children's Hospital, Flemington Road, Parkville		

<b>The Royal Children's Hospital</b>
<p>The Royal Children's Hospital's (RCH) vision is <i>A world where all kids thrive</i>.</p> <p>RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.</p> <p>RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.</p> <p>We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <a href="https://www.rch.org.au/quality/child-safety/">https://www.rch.org.au/quality/child-safety/</a>.</p> <p>RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.</p> <p>Further information on RCH is available at <a href="http://www.rch.org.au">www.rch.org.au</a></p>
<b>ROLE CONTEXT (Optional)</b>

*(this is one to two paragraphs that explains where the role sits in the organisation's and Division's strategy agenda, current environment, challenges, or reason for role creation (if new))*

#### **ROLE PURPOSE**

The Primary responsibility of the Biomedical Engineer is the repair, maintenance, inspection, testing and calibration of a wide range of complex hospital equipment in accordance with manufacturer's specifications, relevant Australian standards and Biomedical Engineering department policies and procedures.

The Biomedical Engineer will be required to provide competent technical advice, to assist with the evaluation of equipment and systems being considered for purchase and its subsequent support.

#### **KEY ACCOUNTABILITIES**

- Repair or arrange for the repair of defective equipment. Due consideration should be given to the cost, quality and timeliness of the repair.
- Perform routine maintenance on medical equipment in accordance with the manufacturer's recommendations, Australian Standards and Biomedical Engineering procedures.
- Perform acceptance inspections and tests on medical equipment and systems purchased by the hospital recording the details of each item of equipment in accordance with Biomedical Engineering procedures.
- Test equipment, following repair or as scheduled, for correct function and electrical safety in accordance with the manufacturer's recommendations, Australian Standards and Biomedical Engineering procedures.
- Remove from service any equipment considered unsafe and advise the Manager of any safety or other serious equipment problem.
- Evaluation and testing of equipment being considered for purchase.
- Comply with the Biomedical Engineering quality system.
- Accurately record the details of all acceptance testing, evaluations and equipment service performed, in accordance with Biomedical Engineering policies and procedures.
- Attend relevant training sessions, seminars, lectures, short courses, and conferences, as required.
- Contribute to your own development and that of your co-workers.
- Be aware of and work in accordance with Hospital policies and procedures, including Occupational Health and
- Safety, Equal Employment Opportunity, Confidentiality, Consumer and Community Participation; and
- Requisition goods, spare parts and services for repairs, maintenance and the efficient operation of the service.
- Release equipment and systems considered to be safe and functioning correctly by signing and dating relevant Requests for Biomedical Engineering Service; and
- Accept or reject equipment for use in the hospital based upon hospital policies and procedures, and compliance with relevant Australian standards, laws, and regulations
- Carry out other appropriate duties as requested by the Biomedical Manager.

#### **QUALIFICATIONS AND EXPERIENCE**

**Essential:**

- Formal qualifications in Biomedical Engineering or equivalent.
- Eligible for membership with Engineers Australia or ACPSE .

**Desirable:**

- Experience in Biomedical Engineering is highly desirable.

**KEY SELECTION CRITERIA**

- A knowledge of the relevant Australian and International Standards & their application to medical equipment
- Great technical skills and a working knowledge of electronics and medical IT systems
- Ability to prioritise and work within established guidelines, makes independent studies, analysis, interpretation, and conclusions
- High level of planning and organisational skills and ability to deal with competing priorities.
- Ability to work within timeframes and meet deadlines.
- Excellent verbal and written communication skills.

**OTHER REQUIREMENTS**

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

**IMPORTANT INFORMATION**

All employees are required to adhere to the Royal Children's Hospital Values:

- Unity - We work as a team and in partnership with our communities
- Respect - We respect the rights of all and treat people the way we would like them to treat us
- Integrity - We believe that how we work is as important as the work we do
- Excellence - We are committed to achieving our goals and improving outcomes

**RCH COMPACT**

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other
- I bring a positive attitude to work – I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters

- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

#### **QUALITY, SAFETY AND IMPROVEMENT**

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

**The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.**

<b>Position description last updated</b>	<b>October 2022</b>
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