

Position Description

Position Title	Medical Scientist, Grade 1		
Department / Division	Department of Laboratory Services - Haematology Laboratory / Division of Operations		
Classification	Grade 1 Year 1 to Grade 1 Year 7 RX1-RX7	Employment Status	Full-Time, Fixed Term (End Date: 30 th January 2022) 1.0 FTE 24/7 shift roster and on-call
Position reports to	Principal Scientist - Haematology		
Location	The Royal Children's Hospital, Flemington Road, Parkville		

The Royal Children's Hospital

The Royal Children's Hospital (RCH) has cared for the children and young people of Victoria since it was founded in 1870. As a tertiary and quaternary centre, the RCH cares for the most critically ill and medically complex paediatric patients in Victoria. In addition to providing a full range of clinical services, the hospital also supports many health promotion and prevention programs. With more than 6,000 staff, 12 wards and 350 beds, the RCH is the major specialist paediatric hospital in Victoria, and also provides care for children and young people from Tasmania, southern New South Wales and other states around Australia and overseas.

We are the state's busiest paediatric Emergency Department, often experiencing more than 300 presentations on any given day. The RCH is committed to working with health services across the state and plays a significant role in many critical state and nationwide services. We work collaboratively with hospitals to deliver the right care, in the right place, at the right time, for the benefit of all Victorian children. The Royal Children's Hospital is committed to the safety and wellbeing of all children and young people. Click here for further information on our Commitment to Child Safety: <http://www.rch.org.au/quality/child-safety/>

In April 2016, the RCH became the first Australian hospital to implement the world-leading 'Epic' electronic medical record (EMR). RCH has a strong focus on supporting the successful delivery of the Parkville Connecting Care program – a shared EMR with the Royal Women's Hospital, The Royal Melbourne Hospital and Peter MacCallum Cancer Centre.

The RCH is located within the Melbourne Biomedical Precinct, which is home to more than 45 world-class biomedical organisations, with collectively more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region.

Further information on the RCH including the new RCH Strategic Plan 2019-21 Great Care, Everywhere is available at www.rch.org.au

ROLE PURPOSE

The Haematology Laboratory, within the department of Laboratory Services, provides a comprehensive, high quality diagnostic haematology service to both the Royal Children's Hospital and the Royal Women's Hospital 24 hours a day, 7 days a week.

The Haematology Grade 1 scientist is responsible for the performance of laboratory duties and services (including Haematology, Transfusion Medicine, Specimen Reception and, at the RWH Core Laboratory, Biochemistry), over a 24/7 rotating roster, including on-call, as directed by the Principal Scientist.

Laboratory duties must be performed in accordance with the policies, procedures and technical methods documented in the Laboratory Services Quality System, meeting the requirements of NATA ISO15189 (Medical Testing) and the clinical needs of patients.

KEY ACCOUNTABILITIES

- Perform diagnostic laboratory tests and services, interpret, action and validate results as documented
- Adhere to standard operating techniques and procedures documented in laboratory manuals as required by the International Quality System Standard (ISO 15189-2013).
- Contribute to consistently meet benchmark Turn Around Times (TATs) established for the laboratory
- Actively participate in the laboratory 24/7 work rosters (including on-call)
- Perform quality control testing, interpret data and follow-up non-conformances as documented
- Participate in Quality Assurance Programmes as directed
- Perform preventative maintenance of laboratory equipment as directed
- Identify, troubleshoot and report to senior staff, any instrument malfunction

- As directed maintain consumables stock to ensure continuity of testing
- Perform Specimen Reception duties as required
- Complete training and competency programmes within specified timeframes as identified at annual performance review and as required
- Actively participate in continuing education and professional development (CEPD) programmes attaining a CEPD score commensurate to the role
- Work in accordance with hospital Workplace Health and Safety policies
- Participate in quality improvement processes using the 'OFI' and 'VHIMS' reporting systems in accordance with the Quality Management System
- Participate in research and development projects under the direction of the Principal Scientist

QUALIFICATIONS AND EXPERIENCE

Essential:

- Bachelor of Applied Science (Medical Laboratory Science), Bachelor of Biomedical Science (Laboratory Medicine) or Bachelor of Science with a major in Haematology and/or Transfusion Science or equivalent, where 'equivalent' includes a degree awarded by an overseas tertiary institution which is recognised by the National Office of Overseas Skills Recognition, which in the case of Medical Scientists is the Australian Institute of Medical Scientists (AIMS), is mandatory.
- Qualify for professional scientist membership of the Australian Institute of Medical Scientists (AIMS).
- Appropriate qualifications to fulfil the definition of a 'Medical Scientist' as defined in Section 6 of the Victorian Public Health Sector (Medical Scientists, Pharmacists & Psychologists) Enterprise Agreement 2017-2021
- Major in haematology and/or professional experience in a Haematology/Transfusion Medicine diagnostic laboratory
- Demonstrable commitment to professional development and participation in a relevant scientific Continuing Professional Development program such as APACE.

Desirable:

- Experience in blood film morphology
- Previous experience with Information Technology Systems and Laboratory Information Systems
- Ability to use common computer software

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's Check throughout their employment.
- A current, full drivers 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)
- The employee needs to ensure that they maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

KEY SELECTION CRITERIA

- As per Qualifications and Experience and additionally:
 - Demonstrated experience in the operation and maintenance of Haematology / Blood Bank instrumentation
 - Previous experience in paediatric diagnostic haematology testing
 - Demonstrated ability to perform and complete daily workstation tasks with minimal supervision
 - Demonstrated flexibility in working 24/7 shifts as rostered, including on-call
 - Well-developed interpersonal skills with the ability to work individually and also as an effective team member
 - Professional manner in interaction with work colleagues and internal and external clients
 - Demonstrated ability to prioritise, multitask, manage emergency situations and manage change
 - Ability to use initiative and anticipate service requirements
 - Quality focussed with a systematic and detailed approach to work
 - Demonstrable ability to use common computer software

Key Attributes:

- Personal commitment to the delivery of high quality diagnostic laboratory results for appropriate patient management and service delivery requirements

- Have a positive and flexible approach to a busy workload with time management and prioritising skills
- Personal commitment to professional development and continuing education
- A professional demeanour in the workplace
- A strong, responsible work ethic

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, all members of the LGBTQI community and people with disability.

Position description last updated

2020