

Position Description

Position title	Occupational Therapist
Department / Division	Occupational Therapy / Digital and Allied Health
Classification	Grade 1 Year 1 – Grade 1 Year 5 VE8 – VF3
Position reports to	Operational: Grade 3 Stream Leader Professional: Manager Occupational Therapy
No. of direct & indirect reports	0
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category A - works in a direct patient contact role and has or potential to have exposure to blood or body fluids.

The Royal Children's Hospital
<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 https://www.rch.org.au/quality/child-safety/.</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 www.rch.org.au</p>

ROLE CONTEXT
<p>Occupational Therapy (OT) is within the Allied Health Directorate, in the Division of Allied and Digital Health, and comprises of over 35 occupational therapists, who provide assessment and intervention across eight clinical streams. Led by the OT senior leadership team, the streams cover</p> <ol style="list-style-type: none"> 1. Acute Neurosciences and Musculoskeletal 2. Neurodevelopmental, Ambulatory and Medical Specialities 3. Hand therapy, burns and limb difference 4. Pain services 5. Rehabilitation 6. Early Childhood Intervention Services 7. ISAID (Improving Supports for Autism and Intellectual Disability) and 8. Palliative Care <p>As part of a tertiary hospital, the RCH occupational therapy team collaborates with community services, universities, and other external agencies to optimise occupational outcomes and quality of life for all children, providing evidence-based care to inpatient and outpatient infants, children, adolescents, and their families.</p>
ROLE PURPOSE
<p>The Grade 1 occupational therapy role is a rotational position which includes rotations across different clinical caseloads. This role may provide occupational therapy services to acute paediatric inpatients in the following specialty areas: neurology, neurosurgery, general medicine, developmental medicine, and orthopaedics. It provides services to outpatient clinics, and to other clinical areas as directed by the OT Grade 3 Stream leader and / or OT manager. The occupational therapist provides assessment and intervention in the context of a multidisciplinary team to facilitate safe discharge from RCH and enable engagement in home and community occupations (e.g. self-care, leisure, productivity) to the best of the child's ability whether managing a short-term illness or longer term chronic ill health/disability.</p> <p>To ensure the inpatient occupational therapy needs are met on the weekend, this role may be required to work some weekend shifts.</p>
KEY ACCOUNTABILITIES
<p>Provision of Care</p> <ul style="list-style-type: none"> • Deliver excellent evidence-based practice occupational therapy assessments and interventions specific to allocated rotation • Ensure timely provision of clinical services through appropriate prioritisation of own caseload and patient needs • Be familiar with treatment protocols relevant to the individual Department and other designated units within RCH • Maintain clinical documentation, records and data as per discipline specific guidelines and RCH procedures • Provide clinical handover to required standard • Actively contribute to continuous improvement <p>Lifelong Learning</p> <ul style="list-style-type: none"> • Participate in professional development activities to ensure that best clinical practice is maintained and in line with requirements for maintenance of annual AHPRA registration • Identify personal and professional development needs, and plan and implement strategies for achieving them • Achieve and maintain competency in relevant skills in line with departmental requirements relevant to the role

Collaborative practice

- Provide child centred, family focused care through partnership with parents/ families
- Work in collaboration with multidisciplinary teams
- Cooperate and work well with others in the pursuit of team goals
- Actively participate as part of a team to ensure ongoing excellence in service delivery and contribute to continuous improvement

Communication

- Apply well-developed verbal communication and interpersonal skills and attention to detail with the ability to interact with a variety of stakeholders
- Communicate effectively with patients and families to ensure their understanding and that their needs and views are included in plans and actions
- Recognise issues that may lead to conflict, and constructively address issues as they arise with escalation to senior clinicians as appropriate

Continuous Improvement

- With support, identify concerns about systems or processes and raises these with supervisor or manager

Supervision, Leadership and People Management

- Participate in clinical supervision in accordance with local standard operating procedures and/or the RCH Allied Health Clinical Supervision Guideline which are based on the DHHS Allied Health Clinical Supervision Framework

Organisation and Planning

- Apply developed organisational skills

Research

- Understand the principles of evidence-based practice
- Evaluate current practice with respect to the evidence
- Find, critically review, evaluate & interpret literature and apply to current role/service
- Support a research culture and agenda
- Share evidence appropriately (e.g., presents at journal club, special interest groups)

QUALIFICATIONS AND EXPERIENCE

Essential:

- Recognised graduate-entry qualification in Occupational Therapy (Bachelor, Masters or Doctorate)
- Registered to practice as an Occupational Therapist with the Australian Health Practitioner Regulation Agency (AHPRA)
- Eligibility for membership with Occupational Therapy Australia

Desirable:

- An understanding of the healthcare sector
- Clinical experience as an Occupational Therapist post qualifying
- Paediatric Occupational Therapy experience (or paediatric clinical fieldwork placement)
- Experience working in an acute tertiary hospital (or clinical fieldwork placement in a hospital)

KEY SELECTION CRITERIA

- Demonstrated ability to provide assessment and intervention for inpatient services and outpatient clinics in a time limited/acute care model.
- Demonstrated ability to educate patients/parents/discipline staff/ multidisciplinary team and members of the wider community to minimise risk and promote successful outcomes in patient care.
- Commitment to evidence-based practice and demonstrated integration into everyday OT clinical practice.
- Demonstrated ability to work under supervision, improving performance through supervisor feedback and reflective practice.
- Excellent professional, interprofessional, interaction and self-reflection skills to enable effective work with people of different personalities and backgrounds
- The ability to engage children of different ages and abilities
- Ability to advocate for patients and their families
- An ability to balance sometimes competing and conflicting priorities
- An ability to consult with a range of community and acute health professionals and resources regarding the ongoing occupational therapy needs of patients
- Excellent computer literacy 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
- 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:

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

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.

Position description last updated

April 2026