

Position Description

Position title	Occupational Therapist – Rotational
Department / Division	Occupational Therapy / Ambulatory Services
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	N/A
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category B - works in a patient facing setting but rarely or unlikely to have contact with blood or body fluids (or aerosols without PPE)

The Royal Children's Hospital

The Royal Children's Hospital's (RCH) vision is A world where all kids thrive.

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.

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.

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/>.

RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.

Further information on RCH is available at www.rch.org.au

ROLE CONTEXT

Occupational Therapy is within the Division of Ambulatory Services, and the department of Allied Health. Our staff comprise over 20 occupational therapists, who provide assessment and intervention across 3 distinct clinical streams. Led by our senior leadership team, the streams cover inpatient trauma, neurodevelopmental disabilities,

and hand therapy; providing evidence-based care to inpatient and outpatient infants, children, adolescents, and their families.

As a tertiary hospital our occupational therapy team collaborates with community services, universities, and other external agencies to optimise occupational outcomes and quality of life for all children.

ROLE PURPOSE

The Grade 1 rotational position 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.

To ensure the inpatient occupational therapy needs are met on the weekend, this role may be required to work some weekend shifts.

KEY ACCOUNTABILITIES

Provision of Care

- Integrate information from multiple sources to inform assessment and develop and deliver a comprehensive and holistic assessment and treatment plan to inpatient and outpatient populations.
- Administer and report on standardised paediatric neurological and developmental assessments.
- Provide clinical care, advice and education in line with clinical guidelines and evidence relevant to the patient's conditions and clinical needs.
- Maintain partnerships with internal and external healthcare professionals and service providers.
- Continually evaluate patient management for effectiveness, efficiency and quality and modify plans appropriately.
- Ensure timely provision of occupational therapy services through appropriate prioritisation of own caseload as well as patient needs.
- Be familiar with treatment protocols as conducted in the Occupational Therapy Department and other designated units within RCH, and with support of Grade 2 develop and update local standard operating procedures and local clinical guidelines for areas of own clinical practice.
- Be trained in, and competently use, the appropriate technology within RCH for the purpose of information-access and documentation of patient care (e.g. the Electronic Medical Record (EMR)).
- Maintain accurate departmental statistics pertaining to individual patient attributable care and clinical support activity.
- Maintain departmental materials and resources.

Collaborative Practice

- Work effectively and collaboratively as part of a multidisciplinary team to establish common goals and to develop and offer best care to children and families, ensuring that patient care is integrated and effective.
- Conduct appropriate clinical handovers and arrange for follow-up to ensure patient care is maintained.
- Ensure effective communication with other staff and respond appropriately to challenges.
- Establish therapeutic relationships with patients and families that are goal directed and recognise professional boundaries and power imbalances.

- Communicate effectively with patients and families to ensure their understanding, and that their needs and views are included in treatment, care plans and actions.
- Educate RCH staff, students, and members of the community about occupational therapy services provided in the hospital setting.

Health Values

- Work in a flexible manner and participate in other duties as allocated consistent with skill level to ensure adequate cover and clinical care, equitable workload distribution and equity of access across the whole Occupational Therapy Department service.
- Challenge own and team cultural assumptions and demonstrate culturally safe and sensitive practice.
- Participate in the review and development of clinical service delivery within the Occupational Therapy Department as appropriate.

Professional, Ethical and Legal Approach

- Be aware of the ethical and legal requirements of the role and adhere to the Occupational Therapy code of professional conduct, ethics and guidelines.
- Prioritise workload appropriately and complete tasks in a self-directed manner.
- Provide assistance to other clinical areas when able or when requested.

Lifelong Learning

- Identify professional development needs, and plan and implement strategies for achieving them through the PDAP process.
- To participate in both internal and external continuing education programs (e.g. case presentations, in services, and professional development events) and demonstrate a commitment to improving professional performance and development. In doing so to satisfy the requirements set out in the Occupational Therapy CPD requirements for AHPRA registration.
- Regularly seek and participate in two-way feedback of own performance through informal and formal supervision and performance reviews and evaluate feedback systematically, acting to improve performance as appropriate.
- 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.
- Achieve and maintain competency in relevant skills in line with departmental requirements relevant to the role.

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

- 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 provide service in context of family centred care.

- Demonstrated ability to work collaboratively with multidisciplinary team members and with multiple stakeholders.
- Demonstrated interpersonal skills and an ability to communicate with multiple stakeholders in a professional and efficient manner.
- 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.
- Commitment to ongoing education and skill development

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:

- 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 LGBTIQI community and people with disability.

Position description last updated

August 2023