

## Position Description

Position Title	Sessional Paediatric Respiratory Physician		
Department / Division	Department of Respiratory and Sleep medicine, Division of Medicine		
Classification	In accordance with the AMA – Victorian Public Health Sector Medical Specialists Enterprise Agreement 2018-2021	Employment Status	0.2 EFT fixed term
Position reports to	Professor Phil Robinson Director, Respiratory and Sleep Medicine		
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 for more than 150 years 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 RCH 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, we became the first Australian hospital to implement the world-leading electronic medical record (EMR) and 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](http://www.rch.org.au)

### ROLE PURPOSE

The Department of Respiratory and Sleep Medicine provides tertiary paediatric respiratory care, education, training and comprehensive research programs and has led internationally in the establishment of paediatric pulmonology as a distinct and important branch of medicine. Our aim is to provide a world class service to improve health outcomes for children and young people with respiratory diseases throughout Victoria. A quaternary level clinical referral service is also provided to children of southern New South Wales, and Tasmania and South Australia. The department Consultants comprise 8 Respiratory Physicians who provide cover during business hours for inpatient and outpatient management of respiratory issues. Sub speciality clinics include tracheostomy, sleep, non-invasive ventilation support, TB, bronchiectasis, cystic fibrosis and PCD diagnostics. Additional roles include participating in clinical governance, education, research and administration activities of the department.

You will be responsible for:

- Conducting 2 weekly outpatient clinics in paediatric sleep medicine. The clinic will involve both general sleep related cases as well as specialised multidisciplinary clinics assessing neuromuscular patients who are frequently technology dependent. No on call ward duties are involved.
- Development and implementation of research, audit and quality improvement projects.
- Leading and participating in multidisciplinary education activities
- Providing professional guidance and support for the services JMS and nursing staff.

## KEY ACCOUNTABILITIES

### Clinical

- Strong leadership in the delivery of high-quality clinical care to children and adolescents, and their families
- Maintain comprehensive, accurate and complete records of all occasions of clinical care e.g. consultations, treatment plans in the Electronic Medical Record (EMR), to support the delivery of safe and effective care
- Ensure that care for all patients is handed over, or appropriate follow up (including that of results) arranged, prior to shift end, or going “off call”
- Ensure timely and accurate communication with other practitioners, including general practitioners (GPs), to optimise continuity of care
- Accountable for all care delivered by junior medical staff with delegated responsibility during periods of duty.
- Inform the Departmental Director of any concerns or issues related to the delivery of safe and effective care

### Organisational

- Participates in annual performance appraisal process i.e. Performance Review and Development Planning (PDAP)
- Develops department and personal priority goals and objectives consistent with the mission, philosophy and strategic plan of the organisation
- Participates in departmental strategic and financial planning
- Follows organisational policy and procedure, in conjunction with Departmental Director, and Corporate Communications prior to engagement with the media
- Contributes to a safe and healthy working environment in accordance with legislative requirements and RCH Occupational Health and Safety systems, policies and procedures
- Operates in line with RCH Human Resource policy and practise such as leave applications, termination process, time recording and reappointment process
- Works productively and collaboratively with all members RCH clinical care teams, other professionals and other units/departments and/or community agencies in the spirit of the RCH Compact

### Research

- Strategically integrate research into the delivery of high-quality care to children who are patients of the Department, including the development, implementation and revision of treatment protocols and clinical guidelines to promote and ensure best practice standards
- Work collaboratively with other Departmental clinicians, and relevant allied health Leaders to facilitate clinical service improvement through clinical audit and research, and promotion of a positive research culture
- Oversees an agreed research program in line with Research Group, theme, MCRI and RCH campus strategies, including regular review
- Represent the RCH at conferences in the field of expertise and contribute to appropriate internal and external committees and organisations
- Develop appropriate collaborative research links within the RCH campus, and other leading national and international groups and organisations

### Education & Training

- Ensure that trainees and other medical specialities receive the appropriate education and training in collaboration with the Royal Australasian College of Physicians (RACP) and University of Melbourne (UoM)
- Clinical teaching of junior medical staff, including direct supervision, as required
- Supervision of medical students
- Provide current education, support and informational counselling for families regarding treatment options and care plans
- To assist in the instruction and professional development of postgraduate and undergraduate students, and staff of all health professions and disciplines, as required
- To participate as agreed in mentoring individual junior medical staff

- Maintain current credentialing, in accordance with continuing certification requirements of relevant medical college or other professional body

#### Administration

- Attend and contribute positively to all relevant meetings and forums to support the effective performance of the service,
- Support staff in line with hospital policy and delegations

### QUALIFICATIONS AND EXPERIENCE

- This position is restricted to individuals who have a Fellowship with the Royal Australasian College of Physicians as Specialists in Paediatric Respiratory and Sleep Medicine
- Registered as a Specialist Medical Practitioner with AHPRA.
- 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)
- Employees are required to provide and maintain required immunisations and serology results as part of their employment.

### KEY SELECTION CRITERIA

Accredited in paediatric respiratory and sleep medicine by the Thoracic Society of Australia and New Zealand.

- Registered as a Specialist Medical Practitioner with AHPRA.
- Significant experience in paediatric sleep medicine.

### 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 actively promote and celebrate our diverse team
- 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 to others, because I want to make the best decision

#### 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	February 2021
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