



## Position Description

<b>Position title</b>	Medical Scientist Grade 1 (Biochemistry)
<b>Department / Division</b>	Division of Operations/Biochemistry
<b>Classification</b>	Grade 1 Medical Scientist (RX1-RX7)
<b>Position reports to</b>	Operational: Senior Scientist(s) Professional: Senior Scientist(s)
<b>No. of direct &amp; indirect reports</b>	NA
<b>Location</b>	The Royal Children's Hospital, Flemington Road, Parkville
<b>Risk category</b>	Category C - works in a non-clinical setting, non-patient facing setting and only attends clinical areas infrequently

### 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](http://www.rch.org.au)

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#### ROLE CONTEXT/ROLE PURPOSE

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

The Grade 1 scientist in Biochemistry laboratory is responsible for performing routine diagnostic and specialised Chemical Pathology services and laboratory duties over a 24/7 roster, including on call, as directed by the Principal and Senior Scientists.

#### ROLE PURPOSE

The Grade 1 scientist in Biochemistry is responsible for performing routine diagnostic and specialised Chemical Pathology services and laboratory duties over a 24/7 roster, including on call, as directed by the Principal and Senior Scientists.

The Grade 1 Medical Scientist role supports the development of core skills and expertise in diagnostic laboratory practices. Working within a collaborative team, the role provides experience across a range of common to complex biochemistry and related disciplines, contributing to high-quality patient care. This position offers opportunities for growth and professional development in a dynamic healthcare environment.

#### KEY ACCOUNTABILITIES

- Perform routine and specialised Chemical Pathology diagnostic laboratory tests, including validation and reporting, after appropriate training.
  - Perform routine maintenance and basic troubleshooting on automated and manual instrumentation and equipment within Biochemistry.
  - Active participation in a fully rotational roster, including early mornings, afternoons and evening shifts.
  - Adherence to standard operating techniques and procedures documented in laboratory manuals as required by the International Quality System Standard (ISO 15189-2009).
  - Participate in Departmental continuing education, ongoing competency program/s and external quality assurance programs.
  - Report opportunities for improvement and/or implement initiatives in consultation with the Principal Scientist/ Scientist in Charge to provide continuous workflow improvement for the laboratory.
- Participate in clinical trials, research and development projects under the supervision of senior staff as required.

#### Operational

- 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) and NPAAC guidelines.
- Participate in the laboratory 24/7 rotating 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 perform and maintain stock inventory to ensure continuity of testing service provision
- Perform Specimen Reception duties as required



- Participate in quality improvement processes using the 'OFI' and 'VHIMS' reporting systems in accordance with the Quality Management System

#### **Professional Development**

- Complete training and competency programmes within specified timeframes as identified at annual performance review and as required
- Complete hospital mandatory training programmes
- Actively participate in continuing education and professional development (CEPD) programmes attaining a CEPD score commensurate with the role
- Participate in trials, research and development projects under the direction of the Principal Scientist

#### **Safety**

- Work in accordance with hospital Workplace Health and Safety (WH&S) policies
- Report safety issues using the 'OFI' and 'VHIMS' reporting systems in accordance with the Quality Management System
- 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.

#### **Customer Service, Stakeholder Engagement**

- Consistently meet benchmark Turn Around Times (TATs) established for the laboratory
- Communicate openly and respectfully with colleagues, internal and external stakeholders, work collaboratively and accept responsibility for achieving shared goals.

### **QUALIFICATIONS AND EXPERIENCE**

#### **Essential:**

- Bachelor of Applied Science (Medical Laboratory Science) or Bachelor of Science or equivalent as per the enterprise agreement.
- Appropriate qualifications to fulfil the definition of a "scientist working in a pathology laboratory" as defined in [part 1, Section 9 Definitions](#), z. of the Victorian public Sector Enterprise Agreement 2021-2025 are mandatory.

#### **Desirable:**

- Previous experience of employment in a clinical biochemistry pathology laboratory is advantageous.
- Demonstrated knowledge of or experience within a paediatric diagnostic laboratory is advantageous.
- Knowledge of ISO15189 and its application to diagnostic pathology laboratory and medical testing is highly desirable.
- Previous experience with pathology Laboratory Information Systems (e.g. Medipath) and hospital electronic medical records (e.g. EPIC) and/or clinical viewers (e.g. IBA) is advantageous.

### **KEY SELECTION CRITERIA**

- Documentation of relevant qualifications (as documented above) available at or prior to interview.
- Demonstrated relevant technical skills & knowledge (as documented above).
- Demonstrated ability to prioritise urgent testing in order to meet expected patient turn-around-times.



- Must be available and demonstrate flexibility in being rostered to work some rotational shifts, including for example early morning (0700-1600), day (0830-1730), afternoon (1200-2100), and evening (1400-2300 & 2245-0715) shifts.
- Previous experience in paediatric diagnostic biochemistry testing preferred.
- Demonstrated ability to perform and complete workstations daily tasks using automated analysers and manual methods, with minimal supervision.
- Well-developed interpersonal skills with the ability to work as a sole scientist, individually and also as a team member.
- Quality focussed with a systematic and detailed approach to work.
- Ability to use initiative and anticipate service requirements.
- Personal commitment to the delivery of high quality diagnostic laboratory results for appropriate patient management and service delivery requirements.
- Demonstrated time management and prioritising skills to balance sometimes competing and conflicting priorities.
- Personal commitment to continuing education and development, ongoing competency and quality procedures.
- Evidence of a client focussed and professional demeanour in the workplace. Demonstrated relevant technical skills and knowledge in a biochemical pathology laboratory.
- Previous experience in paediatric diagnostic biochemical pathology testing
- Demonstrated flexibility in working 24/7 shifts, including on-call
- Well-developed interpersonal skills with the ability to work individually and as an effective team member
- Professional manner in interaction with work colleagues and internal and external stakeholders
- Well-developed time management and prioritising skills with ability to multitask, manage emergencies and anticipate service requirements
- Quality focussed with a systematic and detailed approach to work
- Demonstrable ability to use common computer software
- Personal commitment to professional development and continuing education
- A strong responsible work ethic

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#### 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 LGBTQI community and people with disability.**

Position description last updated

June 2023August 2025