

Position Description

Position Title	VFPMS Senior Medical Specialist
Unit / Branch	Victorian Forensic Paediatric Medical Service (VFPMS)
Classification	In accordance with Medical Specialists (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022 – 2026
Position reports to	Medical Director, VFPMS, Royal Children's Hospital
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

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 that 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 PURPOSE

The Senior Medical Specialist for the Victorian Forensic Paediatric Medical Service (VFPMS) will provide paediatric forensic medical services to children suspected of being physically or sexually abused or neglected. As part of the VFPMS team, the Senior Medical Specialist will also collaborate with health and counselling services to ensure that children, young people and their families access the broad range of health, mental health and support services available to them. The position will also have a significant clinical role in teaching, training and supervision of staff, including advanced trainees of RACP.

Flexibility to provide a service across both the Royal Children's Hospital (RCH) and Monash Children's Hospital (MCH) locations is required, as is availability to participate in the after hours on-call roster.

KEY ACCOUNTABILITIES

Clinical

- Provide forensic paediatric medical services to abused and vulnerable children at RCH and MCH as per the clinical schedule and after-hours roster. This involves participating in monitoring and evaluating the quality of care provided to vulnerable and abused children by all staff within RCH and MCH
- Produce high quality forensic paediatric medical reports
- Utilise clinical skills and knowledge to coordinate patient care across sites and to initiate a holistic approach to patient care
- Develop working partnerships with referrers, other health service professionals, and community agencies
- Ensure continuity of care is provided by liaising with other services and relevant community agencies
- Participate in multidisciplinary multi-agency patient care conferences
- Contribute constructively and effectively as a member of a multidisciplinary team
- Develop and maintain communication systems that enhance patient care and service functioning
- Balance sometimes competing and conflicting priorities
- Respond in a timely manner

Education, Professional Development and Research

- Provide supervision, teaching and training to junior medical staff, including advanced trainees of RACP
- Develop and participate in providing education and training for a broad range of professionals working with vulnerable children
- Undertake professional development activities in clinical and hospital practice to maintain personal qualifications in accordance with continuing certification requirement of the RACP (or other relevant medical colleges)
- Undertake professional development activities in clinical forensic medicine to obtain and maintain qualifications in clinical forensic medicine.
- Identify opportunities to increase knowledge and skills in forensic paediatric medicine
- Initiate, support and participate in appropriate research and service development activities

Professional Responsibilities

- Support the current aims and objectives of the service's strategic plan
- Recognise situations that necessitate supervision/guidance and seek appropriate resources
- Work in accordance with service policies, procedures and guidelines
- Maintain a service environment that facilitates comfort, safety and efficiency for staff, patients and visitors
- Ensure professional practice is consistent with Occupational Health & Safety requirements
- Ensure professional practice is consistent with Infection Control guidelines
- Maintain confidentiality in matters related to patients and/or staff

QUALIFICATIONS AND EXPERIENCE

Essentials:

- FRACP (or international equivalent) with a specialisation in paediatric medicine
- Specialist medical registration with AHPRA

Desirable:

- MForensMed or equivalent
- Experienced paediatrician with appropriate training and experience in forensic medicine. Some additional training will be provided according to identified needs.
- Knowledge of the principles and practice of forensic paediatric medicine
- Experience and knowledge of the purpose and function of the justice (including police) and Child Protection systems

KEY SELECTION CRITERIA

- Excellent interpersonal skills with the ability to establish healthy, professional working relationships with both internal and external stakeholders
- A quality focused and systematic approach to work
- Ability to work autonomously and as part of a multidisciplinary team
- Strong organisational skills and ability to manage competing and conflicting priorities in a busy environment
- Flexibility and a 'can-do' approach
- Professionalism and maturity in dealing with a diverse range of people
- Previous experience in a similar role
- Excellent written and verbal communication skills
- Effective time management and prioritising
- Computer literacy including MS office (Word, Excel and PowerPoint), email and internet use)

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 that 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 the Royal Children's Hospital's "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure

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	June 2026
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