

BENDIGO COMMUNITY HEALTH SERVICES

POSITION TITLE: PAEDIATRIC REGISTRAR

Award:	Medical Practitioners Award 2020
Classification:	Registrar – Year to be determined
Site:	This position is primarily based at our Kangaroo Flat site, however may be required to work from any BCHS site or outreach location as negotiated.
Hours per fortnight:	76 Hours per fortnight (negotiable)
Tenure:	Fixed term 12 months
Position description developed:	December 2021
Responsible to:	Senior Leader Paediatric Service

We want (Vision)

Better health and wellbeing across generations.

We exist (Mission)

To work hand in hand with our community to achieve healthier lives.

We strive for (Values)

- **Integrity**
We are authentic and accountable, and we honour our obligations.
- **Respect**
We build respectful relationships through trust, empathy and collaboration.
- **Inclusive**
We recognise and promote accessible, safe and holistic supports and services as a basic human right.
- **Innovation**
Through continuous learning, we ensure an agile, responsive and sustainable service.
- **Togetherness**
We create a sense of connectedness, pride and support through enjoying our work and being passionate about making a difference.

Our pillars	Consumer and Community	Influence	Visible	Sustainable
The change we want to see	People in our community, especially those most in need, have improved health and wellbeing	We use evidence, data and the voice of our community to shape our supports and services	Our service is identified as a quality provider and our people are recognised as leaders	Our sustainability is based on a healthy culture, improved systems, outcomes and growth

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The Role of the Team

Child Health Invest (CHI) is a small multidisciplinary team providing support and assistance to ensure every child is given the opportunity to reach their full potential. Striving to improve the lives of children and their families in our region through expert paediatric care, assessment and management of child developmental learning and behavioural issues.

The Child Health Invest program focuses on the provision of high-quality paediatric services to low SES children and families and disadvantaged groups. Our multidisciplinary team is comprised of Consultant Paediatricians, GP, nurses, physiotherapy with comprehensive administration support and a vision to expand this team to ensure children reach their optimal health, mental and social outcomes.

Position Role

This is a 12-month full time position as a key member of Child Health Invest service. You will be expected to provide expert paediatric care, assessment and management of child developmental learning and behavioural issues. The greater volume of work is primarily behavioural/developmental Paediatrics, but the role does require flexibility and an ability to work with some degrees of independence in understanding broad paediatric health care. You will be required to develop an understanding of the local Bendigo support systems and mature in expertise and skills as a registrar for Paediatrics. Over the 12 months you will develop the evidence the ability to provide comprehensive assessment and management of children and their families. It is important to note that a significant proportion of the current list of BCHS families have complex high needs and some have had previous or current child protection involvement requiring a high level of sensitivity. This role is a great learning and skills development opportunity and is highly regarded in the comprehensive support given in the role.

Position Responsibilities

The responsibilities of the position are:

- Accept an allocated case load (dependent on experience and capability) from waitlist.
- Undertake diagnosis and management of Paediatric medical conditions.
- From initial presentation assess, diagnose and plan for developmental and behavioural issues and mental health conditions in children 0-18yrs.
- Build a positive rapport and display outstanding communication, using appropriate language, written or verbal with the patient and family as well as other health care professionals.
- Work under the supervision and support of the Consultant to further develop general assessment and decision-making skills.
- Provide comprehensive assessment and management of referred patient and their families.
- Accurately reflect the patient's requirements, outcomes or events within prescribed BCHS documentation, ensuring all legal requirements are met in regard to legibility of content and identity of reporter in accordance with BCHS policies and procedures.
- Work collaboratively and respectfully with multi-disciplinary team members to achieve desired outcomes for patients through effective communication and attendance and participation in team meetings.
- Participate and document fortnightly multi-disciplinary case conferences.
- Other duties as directed.

Supervision

Supervision will be provided by Senior Paediatricians within the team.

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Key Selection Criteria

Essential

1. MBBS or equivalent degree with current registration with AHPRA.
2. At least 2 years post-graduate experience with a minimum of 6 months experience at registrar level in Paediatrics.
3. Demonstrated appropriate level of experience and skills in assessment and management of 0-18 age group.
4. High level interpersonal and communication skills.
5. Evidence of ongoing professional development to continually update knowledge and skills.
6. Ability to work as part of a team as well as autonomously.
7. The ability to confidentially maintain accurate records in accordance with BCHS policies and procedures.
8. Personal commitment to promoting equality, diversity and human rights in all aspects of service delivery.
9. A sound knowledge of relevant legislation pertaining to Medical Officers.
10. Vaccination status information that meets the requirements for healthcare workers.

Desirable

1. Experience or interest in Paediatric development and Behaviour.
2. Current Drivers Licence.
3. Intermediate to high level skills in Microsoft Office suite.

Probationary Period

Employment with BCHS is conditional on satisfactorily completing a probationary period of six (6) months from date of commencement. During this period your performance will be reviewed with your manager and, assuming this is mutually satisfactory, your employment will be confirmed at the end of this period.

Staff Review & Development (SRD)

Each BCHS staff member is required to participate in the annual SRD process. The SRD will be based on the Position Role and Responsibilities and Key Selection Criteria in addition to the relevant Branch and Team Plans and the following Performance Indicators.

Position Performance:

Demonstrate achievement of negotiated performance indicators specific to your position.

- Participate in supervision and professional development as negotiated with line manager.
- Knowledge and compliance with BCHS privacy and confidentiality procedures.

Communication and Team Work:

High level communication and interpersonal engagement that contributes to productive and collegial relationships between staff and with consumers

- Display your capacity for self-awareness through reflection, planning and communication.
- Show evidence of your ability to work co-operatively within a team to achieve team goals.
- Establish and develop as key functions of relationship management, regular and professional communication with all your relevant colleagues.
- Demonstrate alignment and integration of practice according to BCHS' Vision, Values, and Strategic Directions.

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Self-Management:

Demonstrated experience and understanding of the need for ongoing personal and professional development that contribute to self-satisfaction and professional growth.

- Continually develop personally and professionally to meet the changing needs of your position, career and industry.
- Demonstrate behaviours that lead you to achieving your goals.
- Demonstrate understanding and behaviour to reflect BCHS' values.

Administration and Documentation:

Through the use of BCHS processes ensure that all administration and documentation requirements are initiated and completed in a professional and timely manner.

- Show evidence that the administrative tasks of your position are completed in an orderly, timely and accessible manner.
- Demonstrate that your documentation is completed in an accurate, legally and ethically compliant standard, and is produced to an appropriate professional standard.

Learning:

Demonstrated knowledge and application of the capabilities required for this position including knowledge and understanding of appropriate equipment, legislation, policies and procedures.

- Show evidence of knowledge and understanding of BCHS Strategic Directions and the ability to link key strategic directions to individual and team work plans and individual self-development.
- Demonstrate initiative and enterprise skills that contribute to innovative outcomes.
- Display an appropriate level of awareness of the implications for BCHS of decisions and situations that involve you and others.

Diversity and Culture:

BCHS treats all people with respect; values diverse perspectives; provides diversity training opportunities; and provides a supportive work environment. BCHS is committed to employing people from diverse backgrounds and providing a workplace free from discrimination and harassment.

Child Safety:

BCHS values children from all backgrounds and is committed to making our community a safe, nurturing and welcoming place for children to grow and develop. We are committed to making sure **all** children to reach their individual potential.

Other Essential Requirements

Staff will:

- Complete all required probity checks **before** employment is confirmed.
- Provide vaccination status information that meets the requirements for healthcare workers.
- Present a copy of original professional qualifications document or registration (if required).
- Receive and comply with BCHS' policies and procedures including the Code of Conduct.
- Actively contribute to continuous quality and service delivery improvement through the organisation.
- Be proactive in risk identification, notification and management.

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BCHS believes that “Quality is everyone’s business, safety is my responsibility”

Co-operate with and contribute to BCCHS Occupational Health & Safety procedures and participate in appropriate safety information and education activities as required.

Other Information

- Salary Packaging is available to the successful applicant.
- BCCHS’ Employee Assistance Program is available to employees and immediate family.
- BCCHS is an Equal Opportunity Employer.
- All BCCHS sites are smoke free workplaces.
- BCCHS has a commitment to environmental sustainability.

APPROVED