

## POSITION DESCRIPTION

<b>Position Title:</b>	General Practitioner
<b>Award:</b>	Medical Practitioners Award 2020
<b>Classification:</b>	Community Medical Practitioner
<b>Site:</b>	This position is primarily based at our Eaglehawk site, however, may be required to work from any BCHS site or outreach location as negotiated.
<b>Hours per fortnight:</b>	15.2 hours per fortnight, 0.2 FTE
<b>Tenure:</b>	Fixed term to 29 <sup>th</sup> February 2028
<b>Position description developed:</b>	March 2026
<b>Responsible to:</b>	Practice Manager Community Pharmacotherapy

### ABOUT BENDIGO COMMUNITY HEALTH SERVICES (BCHS)

BCHS is located across five sites in the City of Greater Bendigo, Central Victoria. BCHS has a proud 50-year history and provides more than 50 services across medical and allied health, family services, drug and alcohol, mental health, settlement services, health promotion and more, with a focus on vulnerable people and communities.

The organisation has more than 280 staff supporting people of all ages and stages of life to access quality, person-centred care. We foster a values-aligned, positive and thriving culture where staff feel safe and supported. Staff have clarity of roles and work in an environment of accountability. The success of BCHS is dependent on our staff who provide a high level of professionalism and dedication.

#### VISION

**Better health and wellbeing across generations.**

#### PURPOSE

**Supporting you and your family to live healthy lives.**

#### VALUES

**Lived and Living Experience:** We listen to understand. We value our communities, their backstories, lived and living experiences and cultures and learn from them to tailor our services.

**Equity:** We provide equitable and inclusive health and wellbeing services, ensuring they are culturally responsive and accessible.

**People:** We maintain a skilled, engaged and professional workforce, including people with lived experience, and enable a culture of continuous learning.

**Partnership:** We understand trust and partnerships are key to achieving our purpose. We listen and learn - and share our knowledge and expertise in collaboration and co-design with our community, ensuring we are providing local solutions to community need.

**Integrity:** We uphold the values of the Universal Declaration of Human Rights and approach all we do with kindness and respect. We are ethical in all we do.

## TEAM ROLE

The Community Pharmacotherapy Program is located at the Kangaroo Flat site of Bendigo Community Health Services. The multidisciplinary team, including clinic nurses, nurse practitioners, doctor, pharmacist and peer support, collaborate closely with community pharmacists and other external services. The team operates within a harm reduction and person-centred approach, providing opioid agonist treatment (OAT) and comprehensive care coordination for individuals experiencing opioid dependence.

The team's shared goal is to reduce opioid-related harm and support patients to achieve stability and improved health outcomes. Through collaboration with prescribers, pharmacists, mental health and AOD services, and other allied health professionals, the team ensures that care is integrated, evidence-based, and tailored to meet individual client needs.

## POSITION ROLE

This is a newly established role at BCHS, with the General Practitioner based at the busy Eaglehawk medical practice and serving as a dedicated primary care resource for patients at the Kangaroo Flat pharmacotherapy clinic. This model represents an exciting step forward in community-based pharmacotherapy care across the Bendigo region, bringing integrated, trauma-informed primary care to patients whose broader health needs are often unmet.

Opioid pharmacotherapy prescribing is managed by clinicians at the Kangaroo Flat site. The GP will focus exclusively on the general health and wellbeing of patients, working in close liaison with the prescribing team to ensure care is coordinated and collaborative. At the Eaglehawk site, the GP will be integrated into the medical practice team and have the opportunity to work collaboratively with other GPs, and a multidisciplinary team of nurses, diabetes educators, and allied health professionals.

Working within a dynamic, multidisciplinary, harm-reduction framework, the role encompasses chronic disease management, preventive health screening, mental health assessment, overdose prevention education, and comprehensive care planning, all underpinned by a deep commitment to culturally safe practice and health equity for socially disadvantaged communities.

This position calls for a GP with advanced clinical expertise, strong professional values, and the confidence to work with meaningful autonomy and accountability. It is a rare opportunity to practise medicine in an innovative program.

## POSITION RESPONSIBILITIES

**The responsibilities of the position are:**

### Clinical Expertise/Skills

- Provide advanced medical assessment skills including examination and diagnostic investigations, treatments and chronic disease management and/or procedural skills for patients.
- Deliver culturally safe and sensitive practice.
- Work autonomously and within defined scope of practice.
- Consult and/or refer to other healthcare professionals when patients require care outside their scope of practice.
- Accepts accountability and responsibility for their own actions.
- Maintains accurate clinical records to an advanced GP standard.
- Demonstrates excellence in time management and self-organisation.

- Performs as an advocate and promotes an active partnership with patients and their carer or representative.

#### **Research and Quality Improvement**

- Initiates and participates in BCHS' clinical audits, research, review and redesign, policy and procedure activities to improve clinical outcomes and the patient experience.
- Participates in BCHS' accreditation preparation and activities as required.
- Have an active involvement in clinical and organisational meetings including the development and review of clinical guidelines, particularly in relation to substance use disorders and mental health.

#### **Professional Responsibilities**

- Actively reflects on their own professional performance and competence, seeks feedback, and participates in their own professional development.
- Contributes to multidisciplinary team meetings.
- Completes all mandatory competencies required for medical staff at BCHS and in maintaining specialised skills.
- Maintains relevant credentialing and competency assessments.
- Assists in maintaining accreditation.
- Undertakes continuous professional development.

#### **Safe Practice and Environment**

- Identify, report, and manage risks to minimise harm to health for patients and colleagues.
- Maintain a safe working environment.

#### **Communication**

- Demonstrates clear, respectful, and informed communication with patients, colleagues, and external agencies.
- Ensures patients and/or their carers or representatives are provided with timely information.
- Other duties as directed.

### **KEY SELECTION CRITERIA**

#### **Essential**

1. MBBS or equivalent degree enabling registration with the Australian Health Practitioner Regulation Agency (AHPRA) as a medical practitioner.
2. Fellow of the Royal Australian College of General Practitioners or equivalent specialist registration.
3. Demonstrated clinical expertise in the medical assessment and management of patients with chronic disease and complex comorbidities, with the capacity to deliver holistic, patient-centred care within a multidisciplinary, harm-reduction framework.
4. Demonstrated understanding of the social determinants of health and their impact on people living with substance use disorder, and the ability to apply this understanding in practice through meaningful engagement with patients, families and carers.
5. High level of personal and professional integrity, sound ethical judgement, and a kind, compassionate and trauma-informed approach to practice – including the ability to engage respectfully with people experiencing complex social disadvantage and manage challenging behaviours calmly and safely within a clinical environment.
6. Personal commitment to promoting equality, diversity and human rights in all aspects of service delivery
7. Ability to confidentially maintain accurate records in accordance with BCHS procedures.
8. A current employee Working with Children Check and Driver's Licence.

9. The successful applicant will also be required to undertake and complete a Satisfactory National Police Check.

### **Desirable**

1. Completed RACGP Medication Assisted Treatment for Opioid Dependence (MATOD) training, or an interest to do so within 6 months of commencing the position.
2. High level skills in Microsoft Office and the use of Best Practice and/ or other electronic medical record systems.

### **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 team plans and the following performance indicators.

#### **Position Performance:**

*Demonstrate achievement of negotiated performance indicators specific to your position.*

- Provide service delivery according to expected professional standards of best practice in clinical skills, always meet defined targets and deliver excellence customer relations.
- Maintain high quality and complete medical records.
- Participate in supervision and professional development as negotiated with line manager.
- Knowledge and compliance with the BCHS privacy and confidentiality procedures.

#### **Communication and Teamwork:**

*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.

#### **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 the 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 teamwork 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 reach their individual potential.

#### OTHER ESSENTIAL REQUIREMENTS

##### Staff will:

- Complete all required probity checks **before** employment is confirmed.
- Provide vaccination 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.

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

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

#### OTHER INFORMATION

- Salary packaging would be available to the successful applicant.
- BCHS' Employee Assistance Program is available to employees and immediate family.
- BCHS is an equal opportunity employer.
- All BCHS sites are smoke and vape free workplaces.
- BCHS has a commitment to environmental sustainability.

