



Inclusive

Compassionate

Progressive

Accountable

Emergency Department Senior Medical Officer (ED SMO) With Academic Interest

Full Time – 40 hours per week

About the role: The Emergency Department Senior Medical Officer (ED SMO) will work with the Emergency Department Clinical Lead in the ongoing growth and development of culture of clinical excellence in the Emergency Department. The ED SMO will work in the Emergency Department supervising Junior Medical Staff and supporting the patient flow and the clinical management of unwell patients. We have recently received funding for Phase 1 of our new hospital build to improve and expand our Emergency Department. SHDH are committed to building a strong, supportive team to take care of our community needs in an emergency. We will consider FACRRM's or FRACGP's who are interested in delivering high quality services with an academic interest within a teaching environment.

Swan Hill is located on the Majestic Murray River in rural Victoria approximately 3.5 hours north-west of the Melbourne airport. We employ approximately 630 staff and service a 100 km radius area with an estimated catchment area of around 35,000 people. The Hospital has a 24/7 department with access to on-call Anaesthetics; Medical, Surgical consultants. We are also developing a rural clinical school with Charles Sturt University and there will be an opportunity to deliver both undergraduate and postgraduate education. We have great Employee benefits such as Access to generous remote area salary packaging arrangements and Professional Development and other training opportunities

Key Selection Criteria:

- FACRRM or FRACGP with higher qualifications in Emergency Medicine highly desirable (EM AST or EMD)
- Sound knowledge of current specialty practice in Emergency Medicine.
- Demonstrated ability to work with a multidisciplinary team of medical, nursing and allied health staff.
- Demonstrated effective communication skills in dealing with patients, their relative and professional colleagues.
- Knowledge of continuous quality improvement activities relevant to practice within the clinical discipline.
- Evidence of ongoing participation and commitment to continuing medical education.

About You:

- Current National Police Check & Working with Children's Check
- Complete COVID Vaccinations & 2022 Flu Vaccination, Serology evidence of immunisation status

SHDH is a compassionate, family friendly employer where every employee is a valued team member.

Inclusive of a perfect work/life balance, SHDH also provides:

- ◆ A dynamic workplace
- ◆ Free onsite car parking
- ◆ Salary Sacrifice/Packaging
- ◆ Discounted Corporate gym memberships
- ◆ Professional Development opportunities
- ◆ Employee Assistance Program

About us: Swan Hill District Health is a 143 bed (including Aged Care), fully integrated rural public health facility servicing a greater community of around 35,000 people. Our vision at, Swan Hill District Health, is to provide clear, connected care, best experience for our community.

More about Swan hill and our great culture at SHDH click the link below!!!

[Check us groove to the Git up challenge](#)

[About the Hospital](#)

[About Swan Hill \(Dream Swan Hill\)](#)

[Swan Hill, A fantastic place to be](#)

To apply for this position: email the completed Application for Employment form, Cover letter, CV and response to the key selection criteria to employment@shdh.org.au.

You will find the full position description containing the key selection criteria & application for employment form in the attached documents.

Swan Hill District Health reserves the right to commence interview immediately upon receipt of applications.

Enquiries about this role should be directed to Sarah Symes, Medical Services Manager on ssymes@shdh.org.au

Closing date: Tuesday 16th August @ 5.00pm

Swan Hill District Health is an equal opportunity employer committed to diversity and inclusion. We welcome applications from Aboriginal and Torres Strait Islander people, people with diverse cultural and linguistic backgrounds and people with disability.



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Position:	Emergency Department Senior Medical Officer (ED SMO) With Academic Interest
Classification:	Specialist Year 1-9 as per EBA
Department:	Emergency Medicine
Reports to:	Emergency Department Clinical Lead
Position Summary:	The Emergency Department Senior Medical Officer (ED SMO) will work with the Emergency Department Clinical Lead in the ongoing growth and development of culture of clinical excellence in the Emergency Department. The ED SMO will work in the Emergency Department supervising Junior Medical Staff and supporting the patient flow and the clinical management of unwell patients.
Responsibilities:	<p>Key Performance Indicators (KPI's) will be established between the Emergency Department Senior Medical Officer and the Emergency Department Clinical Lead to support the following accountabilities and duties:</p> <ul style="list-style-type: none"> • Provide clinical management and treatment of patients under your care. Ensure detailed patient treatment plans are in place to support the timely management of patients. • Ensure a high standard of clinical record documentation is maintained. This includes the completion of the patient's clinical records (including medication charts / orders) to reflect clinical decisions and the keeping of appropriate databases up-to-date. • Act as the medical officer in-charge when working clinical shifts in ED, directing the activities of other medical staff in ED and overseeing their management of patients. • Work with other medical staff and the multidisciplinary team to ensure provision of safe and quality care, continual improvement of services, promotion of teamwork and development of recommended hospital protocols. • Provide direct medical management of ED patients, including history and examination, investigation, formulating diagnosis, prescribing and administering interventions. • Support continuity of ED patient care through training and supervision of other ED medical staff in clinical handover and documentation activities, and exercising clinical judgement and delegated authority to admit or transfer patients to other facilities, or to discharge patients to ongoing care in the community. • Liaise with patients, carers, family members, and other health/community services. • Participate equitably on the on call Roster as per with other GP's equitably. • Senior support for all other areas of health service: • Responding to hospital 'Code Blue' and 'Medical Emergency Team' calls, and providing emergency resuscitative measures as a key member of the team. • Liaise with patient's admitting medical officer and other visiting medical officers, and assess requirement for attendance by these other medical staff.

	<p>Clinical Governance and Quality Improvement</p> <ul style="list-style-type: none"> • Participate in the facility clinical governance requirements for ongoing maintenance of professional competence and clinical performance. • Participation in peer review, M&M, and other personal development activities consistent with the relevant specialist medical college requirements to maintain professional standards. • Participate in activities to ensure facility/ service compliance with the National Safety and Quality Health Service Standards and maintain full accreditation status. <p>Education and training</p> <ul style="list-style-type: none"> • Ensure supervision of junior medical staff) in accordance with PMCV, Junior Doctor training framework and relevant specialist medical College polices and guidelines. • Participate in medical student teaching with our university partner. <p>Other duties</p> <ul style="list-style-type: none"> • Attend, participate and support administrative meetings as required by the Department Head or Director of Medical Services. • Other duties as directed within scope of practice and clinical privileges granted.
<p>Key Selection Criteria:</p>	<ul style="list-style-type: none"> • FACRRM or FRACGP with higher qualifications in Emergency Medicine highly desirable (EM AST or EMD). • Sound knowledge of current specialty practice in Emergency Medicine. • Demonstrated ability to work with a multidisciplinary team of medical, nursing and allied health staff. • Demonstrated effective communication skills in dealing with patients, their relative and professional colleagues. • Knowledge of continuous quality improvement activities relevant to practice within the clinical discipline. • Evidence of ongoing participation and commitment to continuing medical education. • Current National Police Check and Working with Children Check. • Evidence of immunisation records/history as part of the Health Services Act 1988, 2020 Amendment (Mandatory Vaccination of Healthcare Workers), through either documentation or copy of serology report. It is required that there is immunization for all vaccine preventable illnesses.
<p>Salary/Award:</p>	<p>AMA Victoria - Victorian Public Health Sector – Medical Specialists – Enterprise Agreement 2018-2021- 40 hours – week – VMO Contract Individual.</p>
<p>Infection Control:</p>	<ul style="list-style-type: none"> • Each staff member has a responsibility to minimise exposure to incidents of infection/cross infection of residents, staff, visitors and the general public. • The risk minimisation strategies are to be supported by all staff adhering to the Infection Control Manual policies, procedures and guidelines.
<p>Continuous Quality Improvement:</p>	<ul style="list-style-type: none"> • Each staff member is expected to demonstrate a commitment to best practice. • All staff shall take responsibility for their own practice and share responsibility for creating and maintaining a system that provides safe, high quality health care. • All staff will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards.

	<ul style="list-style-type: none"> It is the responsibility of every staff member to be familiar with Health Service-wide and specific Department Policies & Protocols.
Person Centered Care:	<p>The Health Service supports in its values the philosophy of Person-Centered Care to ensure all people, including health service providers, clients, their carers and family members are respectfully cared for and encouraged to participate in the provision of quality health care.</p> <p>We recognise diversity is part of every person & as such providers of health care must be actively involved in developing models of care that are person centered.</p>
Child Safety:	<p>All children have the right to feel and be safe. Keeping children safe is everyone's responsibility. SHDH is committed to providing a child safe environment where children are safe and feel safe, and where their voices are heard about the decisions that affect them.</p> <p>SHDH have zero tolerance to child abuse.</p> <p>Each employee has a responsibility to adhere to this requirement. Any breach of this standard will result in disciplinary action.</p>
Our Purpose:	<p>Connected Care / Best Experience</p> <p>SHDH commits to meet the growing health care needs of our community through our new vision to provide better connected care and to achieve the best care experience.</p>
Privacy and Confidentiality:	<p>SHDH are committed to protecting patient and staff privacy and confidentiality, as it is an important aspect of our commitment to providing high quality services. In accordance to both the Health Records Act and the Information Privacy Act, information should only be used and disclosed for the primary purpose of its collection.</p> <p>Each employee has a responsibility with adhere to SHDH's Privacy and Confidentiality Policy, as it is a condition of employment. Any breach of the rules of privacy and/or confidentiality relating to health service business, patients or medical records will result in disciplinary action.</p>
Mandatory Training:	<p>All employees must be aware of and complete designated mandatory training within the required time frame.</p>
Safety:	<p>RESPONSIBILITIES: It is the responsibility of every staff member to:</p> <ul style="list-style-type: none"> Take reasonable care for their safety and the safety of others while at work. Report accidents, incidents and potential hazards as soon as reasonably practicable to their supervisor and record on VHIMS reporting system. Advise their supervisor if they have an injury or illness that may affect their ability to perform the inherent requirements of their position. Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual. Complete all Mandatory training requirements as identified and directed. Comply with the Occupational Health and Safety Act and all SHDH O.H. & S. online Policies and Procedures.
Asset Management:	<p>Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.</p>

Review:	Completion of My Work Plan on a yearly basis.
Previous Revision dates: Current:	July 2022
Managers Name:	Dr Rex Prabhu – Director of Medical Services
Managers Signature:	
Employees Name:	
Employees Signature:	



The Application for Employment form is required to be submitted with the following documents:

- Covering letter in support of application
- Response to Key Selection Criteria
- Applicants Curriculum Vitae

Position Applying for	
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General Information

Name			
Address			
Contact	<u>Home phone</u>	<u>Mobile</u>	<u>Email</u>

Are you of Aboriginal/Torres Strait Islander Origin? No Aboriginal Torres Strait Islander
(This question is voluntary)

Do you wish to be identified under this category? Yes No

Are you an Australian Citizen or Permanent Resident: Yes No Date of Grant/...../.....

If no, what is your current Visa Status – Visa type _____ Expiry date/...../.....

Place/Country of issue: _____ Issue Number: _____

Do you require sponsorship? Yes No

Conditions of Employment

Employment conditions are governed by the relevant Public Sector Health Industry Awards and EBAs relevant to the position applied for:

Initial employment is subject to:

- 6 months' probationary period (*with a review at 3 months.*)
- Requirement to work any shift
- Requirement to work in any department as required

Hours of Work – _____ (Availability)

Discipline/Misconduct

Have you experienced discipline or misconduct action at any previous employment? Yes No

If **Yes**, please provide details:

Police and Working with Children Checks

Satisfactory Police Checks, and in some areas, Working with Children Checks are mandatory at the point of employment.

If you have a current Police Check and/or Working with Children Check, please show the check identifying numbers and the date of issue: _____

Upon engagement, you will be required to provide the necessary information to complete a Check. Please note that it is a condition of employment that you maintain a current satisfactory Police Check and, if required, Working with Children Check.

Pre-existing Health and Injury Declaration

Swan Hill District Health (SHDH) is committed to achieving a safe working environment for all employees. As part of this, it is our objective to ensure potential employees are not required to work in duties that they are not able to perform safely. As part of the application process for employment with SHDH, we request you to disclose any pre-existing injury or disease which may be adversely affected by the performance of the inherent requirements of the position you have applied for – as described in the Position Description for the position.

Pursuant to S.41 (1) and (2) of the *Workplace Injury Rehabilitation and Compensation Act 2013*, you are required to disclose to SHDH any pre-existing injury or disease that you have suffered of which you are aware, and could reasonably be expected to foresee, could be affected by the nature of this proposed employment.

Failure to make a disclosure, or the making of a false or misleading disclosure, would disentitle you to compensation pursuant to the *Workplace Injury Rehabilitation and Compensation Act 2013* should you suffer any reoccurrence, aggravation, acceleration, exacerbation or deterioration of your pre-existing injury or disease arising out of, or in the course of, or due to the nature of with SHDH. SHDH will rely upon any failure to disclose in accordance with the provisions of the *Workplace Injury Rehabilitation and Compensation Act 2013* as grounds for denying compensation in accordance with S.41 (1) and (2).

Should any alteration, change or rearrangement be necessary to enable you to carry out the inherent requirements of the position, we also request that you disclose these requirements. SHDH is an equal opportunity employer and will arrange any reasonable adjustment to enable a person with a disability to perform the inherent requirements of the position and therefore compete equally with other applicants for this position. Please disclose in the place below any pre-existing injury or diseases that you suffer from, or have suffered from, which could be affected by the nature of your proposed employment with Swan Hill District Health.

Disclosure advice: - (to be completed by the applicant)

I confirm that I have read and understood the contents of the above information and state that I have disclosed all relevant information in relation to my health and physical ability to carry out the inherent requirements of this position.

Signature of applicant: _____ **Date:**/...../.....

NOTE: If providing this form electronically, you accept that the information is true and correct by the action of submitting the form. You will be requested to sign the printed version at your interview if you are selected.

Enquiries:

Email address: employment@shdh.org.au

Phone: 03 50339315

Postal Address: PO Box 483 SWAN HILL VIC 3585