



**Swan Hill  
District Health**  
Connected Care. Best Experience.



**Inclusive**

**Compassionate**

**Progressive**

**Accountable**

## **General Practitioner**

Fixed Term position – 12 month contract

### **Join the Team at the Primary Health Medical Centre – Rochester Outreach Clinic**

An exciting opportunity exists for a motivated and enthusiastic General Practitioner to provide services to the rural community of Rochester, based at the Rochester Outreach Clinic.

This position is supported by Swan Hill District Health (SHDH) and hosted by Rochester Elmore District Health Service (REDHS)

#### **About you:**

- Interested to provide high-quality patient-centred primary care services within the Rochester Outreach Clinic (ROC)
- Willing to work as part of a multi-disciplinary team
- Able to participate in after-hours and urgent care service delivery
- Competent to provide outreach to surrounding townships via telehealth and periodic on-site visits
- Willing to contribute to chronic disease, aged care and preventative health services
- LOVE living and working in a rural regional community

#### **About the Rochester Outreach Clinic (ROC)**

The Rochester Outreach Clinic is a satellite primary care service supported by SHDH and hosted at REDHS. The clinic provides general practice services to a rural community that has experienced recent flood events and private practice closures. The practice is supported by practice nurse and admin/reception staff. Consulting hours are Monday to Friday, 8:30am – 5:00pm. Best Practice clinical software is used.

Enquiries about this role should be directed to Practice Manager Samantha Hellsten

E: [Shellsten@shdh.org.au](mailto:Shellsten@shdh.org.au)

Ph: **50339911**

Applications including CV, cover letter addressing Key Selection Criteria as outlined in the Position Description and an Application for Employment can be submitted to [employment@shdh.org.au](mailto:employment@shdh.org.au)



<b>Position:</b>	<b>GENERAL PRACTITIONER</b>
<b>Classification:</b>	As per Skillset & Qualification
<b>Department:</b>	Medical Services – Rochester Outreach Clinic
<b>Reports to:</b>	(Executive) Director of Medical Services – Swan Hill District Health (sponsor organization)
<b>Position Summary:</b>	<p>The General Practitioner will provide high-quality, patient-centred primary care services within the Rochester Outreach Clinic. The role contributes to the Service System Recovery Plan (SSRP), addressing workforce shortages and supporting health system resilience in rural Victoria. The GP will work as part of a multidisciplinary team delivering primary care and may also participate in after-hours and urgent care service delivery.</p>
<b>Responsibilities:</b>	<p>Key Performance Indicators (KPI's) will be established between the General Practitioner and the Executive Director of Medical Services to support the following accountabilities and duties:</p> <p><b>To provide exemplary clinical care</b></p> <ul style="list-style-type: none"><li>• Deliver comprehensive, patient-centred general practice services.</li><li>• Provide outreach to Stanhope via telehealth and periodic on-site visits (model under development).</li><li>• Collaborate with a multidisciplinary team including practice nurse, administrative staff and allied health professionals.</li><li>• Support aged care and optional VMO/on-call participation.</li><li>• Contribute to chronic disease, aged care, and preventative health services.</li><li>• Maintain accurate records using Best Practice software.</li><li>• Engage in care coordination, team development, and service co-design.</li><li>• Participate in service improvement and professional development activities.</li></ul>
<b>Key Selection Criteria:</b>	<p><b>Essential:</b></p> <ul style="list-style-type: none"><li>• General Registration with AHPRA.</li><li>• Fellowship with RACGP or ACRRM or actively working towards attaining Fellowship through either college.</li><li>• Interest in contributing to rural and regional healthcare delivery.</li><li>• Strong interpersonal, communication, and clinical skills.</li><li>• Ability to work both independently and collaboratively in a multidisciplinary setting.</li></ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"><li>• Previous rural GP or urgent care experience.</li><li>• Interest in aged care, emergency, or after-hours services.</li><li>• Experience in supervising or mentoring junior staff.</li></ul>

<b>Salary/Remuneration:</b>	<p>This is a salaried position with the following inclusions:</p> <ul style="list-style-type: none"> <li>• Base salary up to \$375,000 (pro rata based on FTE)</li> <li>• 3% KPI component</li> <li>• \$30,000 superannuation</li> <li>• \$30,000 professional development allowance</li> <li>• \$10,000 relocation assistance</li> <li>• \$10,000 sign-on incentive</li> <li>• This role is not based on billings, and no supervision is funded.</li> </ul>
<b>Conditions of Employment</b>	<ul style="list-style-type: none"> <li>• Current AHPRA registration (General).</li> <li>• Police Check and Working With Children Check.</li> <li>• Right to work in Australia.</li> <li>• Professional Indemnity Insurance.</li> <li>• Compliance with SHDH credentialing procedures.</li> </ul>
<b>Infection Control:</b>	<ul style="list-style-type: none"> <li>• Each staff member has a responsibility to minimise exposure to incidents of infection/cross infection of residents, staff, visitors and the general public.</li> <li>• The risk minimisation strategies are to be supported by all staff adhering to the Infection Control Manual policies, procedures and guidelines.</li> </ul>
<b>Continuous Quality Improvement:</b>	<ul style="list-style-type: none"> <li>• Each staff member is expected to demonstrate a commitment to best practice.</li> <li>• 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.</li> <li>• All staff will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards.</li> <li>• It is the responsibility of every staff member to be familiar with Health Service-wide and specific Department Policies &amp; Protocols.</li> </ul>
<b>Person Centered Care:</b>	<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 &amp; as such providers of health care must be actively involved in developing models of care that are person centered.</p>
<b>Child Safety:</b>	<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>
<b>Our Purpose:</b>	<p><b>Connected Care / Best Experience</b></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>
<b>Privacy and Confidentiality:</b>	<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,</p>

	<p>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>
<b>Mandatory Training:</b>	All employees must be aware of and complete designated mandatory training within the required time frame.
<b>Safety:</b>	<p><b>RESPONSIBILITIES: It is the responsibility of every staff member to:</b></p> <ul style="list-style-type: none"> <li>• Take reasonable care for their safety and the safety of others while at work.</li> <li>• Report accidents, incidents and potential hazards as soon as reasonably practicable to their supervisor and record on VHIMS reporting system.</li> <li>• Advise their supervisor if they have an injury or illness that may affect their ability to perform the inherent requirements of their position.</li> <li>• Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual.</li> <li>• Complete all Mandatory training requirements as identified and directed.</li> <li>• Comply with the Occupational Health and Safety Act and all SHDH O.H. &amp; S. online Policies and Procedures.</li> </ul>
<b>Asset Management:</b>	Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.
<b>Review:</b>	Completion of My Work Plan on a yearly basis.
<b>Previous Revision dates:</b>	New
<b>Current:</b>	June 2025
<b>Managers Name:</b>	<b>Samantha Hellsten</b>
<b>Managers Signature:</b>	
<b>Employees Name:</b>	
<b>Employees Signature:</b>	



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**

**General Information**

**Name**

**Address**

**Contact**

Home phone

Mobile

Email

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](mailto:employment@shdh.org.au)

Phone: 03 50339315

Postal Address: PO Box 483 SWAN HILL VIC 3585