

POSITION DESCRIPTION

Staff Specialist - Gynaecological Oncology - The Royal Hospital for Women

Our CORE values: Collaboration Openness Respect Empowerment

Our Vision: Exceptional care, healthier lives.



Our Purpose: To enable our community to be healthy and well; and to provide the best possible compassionate care when people need it.

Organisation	NSW Health
Local Health District / Agency	South Eastern Sydney Local Health District
Position Classification	Staff Specialist
State Award	Staff Specialists (State) Award
Category	Specialist Medical & Dental Practitioner Specialist
Vaccination Category	Category A
ANZSCO Code	253913 Obstetrician and Gynaecologist
Website	www.seslhd.health.nsw.gov.au/

PRIMARY PURPOSE

The vision for South Eastern Sydney Local Health District (SESLHD) is '**exceptional care, healthier lives**'. SESLHD is committed to enabling our community to be healthy and well, and to providing the best possible compassionate care when people need it. The specialist will provide expert medical assessment and management of patients within the department/service.

Our staff strive to provide excellence in healthcare and uphold a high standard of care for all patients, families, carers and visitors to our facilities. At the core of our organisation is a set of values - Collaboration, Openness, Respect and Empowerment.

SESLHD covers nine Local Government Areas from Sydney's Central Business District to the Royal National Park and has a culturally and linguistically diverse population of over 930,000 people, which includes highly urbanised areas of eastern Sydney, southern Sydney and industrialised areas around Port Botany. SESLHD covers urban and suburban communities and manages eight public hospitals and one public nursing home: • Calvary Healthcare Sydney (third schedule with Little Company of Mary Health Care) • Prince of Wales Hospital • Royal Hospital for Women • St George Hospital • Sutherland Hospital • Sydney/Sydney Eye Hospital • War Memorial Hospital (third schedule with Uniting Care) • Gower Wilson Memorial • Garrawarra Centre SESLHD also operates 28 Child and Family Health Centres, 12 Community Health Centres and nine Oral Health Clinics; providing prevention, early intervention and community-based treatment, palliative care and rehabilitation services. Drug and Alcohol, Mental Health, Breast screening, HIV/AIDS, Public Health, Women's Health, Youth Health, Sexual Health, Imaging and Pathology services are provided at a number of facilities across SESLHD. The primary location of this position may be varied as agreed with the Director of Medical Services and as approved by MDAAC to other facilities in SESLHD.

COVID-19 VACCINATION COMPLIANCY

All NSW Health workers are required to have completed a primary course of a COVID-19 vaccine which has been approved or recognised by the Therapeutics Goods Administration (TGA). Additionally, Category A workers are required to receive a booster dose three months after completing the primary course of COVID-19 vaccinations. New applicants must have completed the vaccination course prior to commencement with NSW Health, or provide an approved medical contraindication certificate (IM011 immunisation medical exemption form) certifying the worker

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cannot have any approved COVID-19 vaccines available in NSW.

Acceptable proof of vaccination is the Australian Immunisation Register (AIR) Immunisation History Statement or AIR COVID-19 Digital Certificate. Booster doses are highly recommended for all health care workers who have completed the primary course of COVID-19 vaccinations.

For Category A applicants, if dose 3 is not yet due they can sign the undertaking form to confirm they will receive the vaccine within 6 weeks of the dose due date.

RESPIRATOR USE

NSW Health workers may be required to use a respirator, as part of their appointment with NSW Health. Where a respirator is required for use, workers will be instructed in their safe use; including donning, doffing and fit checking. Staff may be required to complete fit testing to selected respirator/s to assess their facial fit/seal.

At all times when a health worker is required to use a respirator, the health worker must not have any facial hair present. Processes are in place to support workers that need to keep facial hair due to religious observance requirements and/ or health conditions.

ESSENTIAL REQUIREMENTS

- All staff are required to complete and submit a Pre-employment Health Declaration Form
- Dependant on position applied for you will need to complete/provide a Working with Children Check (WWCC), National Police Check (NPC) and/or Aged Care Check
- As a leader you are expected to support the organisation achieve the aims of the safety management system, to establish and maintain a positive health and safety culture in the workplace and to consult with workers and others when making decisions that may impact upon the health, safety and welfare of those in the workplace.

KEY ACCOUNTABILITIES

CLINICAL Provide an accountable and high standard of specialist patient care including consultation services. Liaise and interact effectively with all staff. Ensure detailed treatment plans are in place to support timely management of patients. Ensure a high standard of clinical record documentation including completion of all clinical records (including medication charts) to reflect clinical decisions and optimise data collection. Participate fully in the on call roster in accordance with clinical privileges. Participate actively in research activities in Department. Participate in the provision of services within other District facilities if credentialed.

LEADERSHIP Model and encourage a culture of active listening, continuous learning and leadership, which values high levels of constructive feedback and exposure to new experiences. Promote a sense of purpose and build a shared sense of direction within the unit. Encourage others to strive for ongoing improvement. Demonstrate professionalism to support a culture of accountability and integrity. Model ethical practices, standards and systems and reinforce their use.

CLINICAL GOVERNANCE, QUALITY IMPROVEMENT & PATIENT SAFETY Participate in the management and governance of the department, morbidity and mortality meetings and other Quality Programs to enhance patient safety. Comply with LHD and facility clinical governance policies and patient safety programs as varied from time to time. Ensure effective clinical handover processes in accordance with facility/LHD guidelines. Participate in peer review and other Continuing Medical Education activities consistent with Department, College and AHPRA requirements to maintain professional standards. Ensure compliance with the Australian Commission on Safety and Quality in Healthcare standards as relevant.

EDUCATION & TRAINING Responsible for the supervision of all junior medical staff under direction. Delegate graded duties to junior staff according to their knowledge, skills and abilities. Participate in teaching and training at all levels of postgraduate multidisciplinary education where required by the Facility and Head of Department/Service Director in line with HETI, LHD and College training requirements.

PERFORMANCE MANAGEMENT Participate in LHD Performance Development Programs and undertake an annual performance review. Demonstrate competency within the clinical privileges granted by the LHD.

OTHER DUTIES Attend, participate and support administrative meetings as required by the Department or Director Medical Services. Abide by the NSW Health Code of Conduct, and all NSW Health, LHD and facility/service policies and procedures relevant to the position.

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KEY CHALLENGES

- Challenges: Provision of clinical care consistent with the duties of the Position practising in the specialty. Delivery of medical services within performance benchmarks, expenditure and revenue targets as relevant to the role.
- Decision Making: Consistent with the duties of a Consultant practising in the specialty in accordance with approved Clinical Privileges and the Delegations of the LHD.
- Communication: Head of Department Other staff within the multidisciplinary team and department/service Patients, family and carers Other hospital and District departments Hospital Executive Relevant committees and working groups as required

KEY RELATIONSHIPS

Who	Why
To be discussed on commencement in the position	To be discussed on commencement in the position

SELECTION CRITERIA

1. Registration or eligible for registration with Medical Board of Australia (AHPRA). Candidate to provide AHPRA Registration Number on application.
2. Fellowship of the Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG) and specialist recognition as provided for by the Health Insurance Act 1973 and the relevant Award. Certificate of Gynaecological Oncology (CGO) with relevant experience in gynecological oncology and/or recognised by RANZCOG as a subspecialist in gynaecological oncology. Applicants in final year of training expecting to receive their CGO at the end of the clinical year are encouraged to apply.
3. Evidence of continuing medical education and self-monitoring/audit practices consistent with the scope of practice requirements of the position.
4. Proven capacity and/or experience in the provision of effective high quality service in the specialty, demonstrated through successful clinical practice in an environment appropriate to the requirements of the position including evidence of participation in quality improvement activities relevant to the specialty.
5. Demonstrated commitment to teaching with experience in teaching both undergraduate and post graduate students and other staff of the hospital.
6. Demonstrate the skills and attitudes appropriate as a senior Medical Practitioner including modelling a high standard of professional behaviour to junior medical staff.
7. Demonstrated ability to work effectively and harmoniously with medical and other health services colleagues as part of a multi-disciplinary health care team and demonstrated ability to communicate effectively with patients, colleagues, and staff and to work as an effective member of the clinical team across multiple sites. Demonstrated commitment to provision of a high standard of clinical care in the public sector setting.
8. Demonstrated experience in and commitment to research relevant to the role and needs of the Department.

OTHER REQUIREMENTS

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- Act as an appropriate and effective role model and promote a culture and supporting practices that reflect the organisational values through demonstrated behaviours and interactions with patients/clients/employees
- Recruit, coach, mentor, and performance develop staff, to develop the capabilities of the team to undertake changing roles, responsibilities and to provide for succession within the unit
- Manage delegated financial responsibilities, through the development and maintenance of appropriate strategies and effective allocation of resources, to ensure optimal health outcomes are managed within budget