

# Role Description

## Senior Medical Officer

<b>Reference:</b>		<b>Position ID:</b>	30486574
<b>Role title:</b>	Senior Medical Officer (Rural Generalist)	<b>Classification:</b>	L13 – L27
<b>Employment status:</b>	Permanent Full-time or Part-time, hours negotiable  + Fixed Term Temporary Full-time or Part-time up to two (2) years, hours negotiable	<b>Base Salary:</b>	\$6980.10 - \$10221.70 per fortnight (full-time)  \$87.25- \$127.77 per hour (part-time)
<b>Unit/ Branch:</b>	Charters Towers Health Service  Rural Hospitals Service Group	<b>Contact Name:</b>	Dr Matthew Bryant
		<b>Contact Number:</b>	07 4433 3983
<b>Location:</b>	<a href="#">Charters Towers</a>	<b>Closing Date:</b>	

### The opportunity

Charters Towers is located on the Flinders Highway, 136 kilometres west of Townsville, on the country of the Gudjal people. The geography is volcanic basalt mountains separating black soil plains. Aside from camping opportunities, the nearby Burdekin River provides the town with water. Charters Towers Shire population is approximately 12,000 and the township is a regional centre for mining, beef and education, specifically boarding schools catering for remote rural families.

The role Senior Medical Officer (SMO) involves provision of emergency and inpatient medical services for Charters Towers Hospital: in-patient (acute and long-stay), outpatient and emergency. Telehealth services reduce the need for patient travel. The local multi-disciplinary team is supplemented by visiting specialist medical, dental, nursing, and allied health services from Townsville Hospital and Health Service (THHS), Non-Government Organisations and Private Providers.

Non-clinical duties include quality activities, mandatory training, supervising, teaching and research. The successful applicants will lead and manage the provision of medical services in accordance with the standard of the speciality, the ethics of the profession and in accordance with the THHS and Queensland Health (QH) policies.

### Remuneration Package

The below information relates to the **Approximate Remuneration Package** and additional benefits (full-time role) Medical Officers Certified Agreement (No.6) (MOCA6).  
Remuneration for part-time roles will be calculated on a pro rata basis.

Remuneration Package ( <b>Recruitment to review</b> )	Total Annual (\$)	
	L13	L27
Base Salary	\$182,106	\$266,677
Motor Vehicle Allowance	\$21,000	\$25,500
Professional Development Allowance	\$21,500	\$21,500
Inaccessibility Incentive Allowance (category 6)*	\$13,800	\$13,800
Estimated Remuneration (excluding superannuation)	\$238,406	\$327,477
Superannuation Estimate	\$30,396	\$41,753
<b>TOTAL ESTIMATED REMUNERATION</b>	<b>\$268,802</b>	<b>\$369,230</b>

\*payment starts on completion of 12 months

#### Additional Benefits to this Role Include:

- Senior Medical Officers will accrue 3.6 weeks of Professional Development Leave each year, up to a maximum of 10 years accrual.
- 5 weeks annual leave with 17.5% annual leave loading.
- Communication Package.
- Salary sacrificing for up to \$17,000 grossed up taxable equivalent value.
- Attraction and Retention Incentive Allowance payment of 35 % of your base rate for GP SMO and 40% of your base rate for RG SMO.
- Regional and Rural Attraction Allowance of 5% of your base rate.

#### Transfer and Appointment Expenses

You may be eligible to apply to have reasonable expenses, relating to your relocation reimbursed (as per [Directive 11/11](#)) Reimbursements are based on the following set of criteria and payable upon substantiation of expenses and completion of the relevant claim documentation.

Relocation expenses are capped at \$20,000. Expenses may include, but are not limited to, the following:

- Economy Class for family airfares by most direct route
- Accommodation in transit and 6 weeks accommodation on arrival
- Excess baggage
- Limited personal effects

#### Reporting line, staffing, and budget responsibilities

- This position reports operationally to the Medical Superintendent Charters Towers Health Service.
- This position has no Financial Delegation.

#### The role

##### Responsibilities:

- In addition to the key responsibilities listed below, the role of the SMO is to provide such services as may be reasonably directed by the Medical Director, Service Group Director and Chief Medical Officer to all facilities within Rural Hospitals Service Group.

#### As a Medical Expert you are responsible for:

- The maintenance of appropriate credentials and working within your awarded Scope of Clinical Practice (SoCP) as determined by the HHS as limited by the Clinical Service Capability Framework (CSCF) of individual facilities.
- The provision of extensive and comprehensive experience, knowledge and skills within the discipline/department.
- The provision of expert consultation and advice directly to patients, as well as within the organisation as required.
- The provision of expert clinical service to patients of the THHS, as directed within the above SoCP.

### **As a Professional you are responsible for:**

- Actively taking part in quality improvement, risk management, peer review and audit, and to demonstrate positive change as a result. Demonstrating understanding and commitment to the principles of hospital accreditation.
- Demonstrating ethical practice and decision making, in both clinical and non-clinical areas, including fulfilling all responsibilities of this role in accordance with the Queensland Public Service Code of Conduct.
- Undertaking self-initiated reflective practice and maintenance of continuing professional development (CPD) to maintain professional competence and expertise.
- Ensuring high quality and timely clinical and non-clinical documentation and management of information, whether paper-based or enabled by information technology. This includes being responsible for the quality and timeliness of documentation of medical staff who report to this position, including junior doctors.

### **As a Clinical Lead you are responsible for:**

- Demonstrating professional leadership, support and medical input into the associated medical, surgical, nursing and allied health programmes, and providing clinical governance and supervision of staff reporting to this position, including junior medical staff.
- Being aware of, and complying with, legislation that applies to the area, as well as contributing to, and following QH, THHS and local policies and procedures as published.
- Management of resources available to you, including value management to reduce waste, and ensure that the resources available are used to deliver the greatest good to the greatest number of patients/clients.
- To advise the Executive Director of Medical Services, Service Group Director and Medical Director Service Group on issues relating to the facility and THHS.

### **As a Scholar you are responsible for:**

- Supporting and/or undertaking research within your area of practice, including the obtaining of research funding where possible. (Within the Ethics framework as outlined above).
- Actively supporting and undertaking teaching of undergraduate and post-graduate clinical staff, including medical and non-medical clinicians, as well as non-clinical staff as required.

### **As a Collaborator you are responsible for:**

- Supporting and working harmoniously with your immediate medical team and multidisciplinary members of your workplace, other departments / facilities within THHS and external stakeholders.

### **As a Communicator you are responsible for:**

- Developing, displaying and utilising high level communication skills in all modalities including:
- Professional quality written communication in all documentation, including the medical record, emails and formal letters and reports.
- Audio-visual communication, from formal presentations to informal conversations.
- Non-verbal communication, including body language and other forms of communication.
- Developing and maintaining effective working relationships and empathy in dealings with colleagues and patients/clients, as well as external stakeholders.

### **As a Health Advocate you are responsible for:**

- Assisting to identify future trends and contributing to/undertaking planning for the health service. Ensure that the hospital direction, policies and procedures for the speciality comply with the THHS strategic plans.
- Actively engaging in technology assessment and systems improvement initiatives within your SoCP.
- Being a patient advocate and engaging positively with patients and their carers.
- Provide information, strategies and expertise in the areas of speciality in contribution to the THHS and intra-regional development of these services.

### Additional:

- Fulfil the responsibilities of this role primarily in accordance with the Townsville Hospital and Health Service (HHS) core values, as outlined below, and in accordance with the [values outlined for the public service](#) with the Queensland Government.
- Ensure that service standards, safety and quality are maintained through adherence to defined service quality standards and relevant occupational health and safety policies, procedures and work practices.
- Implement and monitor the organisation's quality standards, occupational health and safety policies, procedures and programs and provide clinical governance in the relevant work area.
- Some roles within Queensland Health are designated as Vaccination Preventable Disease (VPD) risk roles.

**This is a VPD risk role.**

## Work Health and Safety

Townsville HHS is committed to providing a safe workplace for all employees. This commitment includes a dedicated *People Focussed Safety* culture.

A *People Focussed Safety* culture commits to the health, safety and wellbeing of staff, volunteers and other persons, through the provision of a dynamic and comprehensive Health and Safety Management System (HSMS). The HSMS provides for proactive safety initiatives, early injury management practices with a strong focus on a safe and durable return to work.

The provision of a Health and Safety environment within Townsville HHS is everyone's responsibility.

## Safety and Quality

Relevant to the position, participate in the ongoing education, implementation, monitoring and evaluation of safety and quality initiatives set by [The Australian Commission on Safety and Quality in Health Care](#) to achieve a safe high-quality and sustainable health system, including compliance with the *National Safety and Quality Health Services Standards*.

For more information in regards to Work Health and Safety Accountabilities within the Townsville HHS please review [Workplace Health and Safety Act 2011 - Part 2, Health and Safety Duties](#).

## Mandatory qualifications/ professional registration/ other requirements

- Qualified as a medical practitioner, qualifications in speciality areas and current registration and/or eligible for registration with the Medical Board of Australia.
- A Fellowed and experienced Rural Generalist is highly desirable – FACRRM or FRACGP with appropriate rural/remote experience.
- Demonstrated capability and experience in at least one of the following Advanced Skills disciplines is highly desirable: Emergency, Anaesthetics, Obstetrics, Aboriginal and Torres Strait Islander Health, Remote Medicine, Internal Medicine, Paediatrics or Palliative Care.
- Appointment to this position requires proof of qualification and registration or membership with the appropriate registration authority or association. Certified copies of the required information must be provided to the appropriate supervisor/manager prior to commencement of clinical duties.
- All applicants must be awarded SoCP by the THHS Credentialing and SoCP committee. All appointments are subject to maintenance of SoCP within the CSCF for the facilities in which clinical work is to be undertaken.
- **Drivers Licence:** This position requires the incumbent to operate a class C motor vehicle and an appropriate licence endorsement to operate this vehicle is required. Proof of this endorsement must be provided prior to the commencement of duty.
- This position may require the incumbent to work at other facilities within the THHS, most notably to cover emergent or planned leave or other vacancies at other rural hospital sites.
- **Vaccine Preventable Disease (VPD):** Health Care Workers in Queensland Health whose occupation poses a potential risk of exposure to blood or body fluids are required to provide evidence of vaccinations or proof that they are not susceptible (due to prior exposure to the disease and therefore have natural immunity) to the following VPD's Hepatitis B, Measles, Mumps, Rubella, Varicella and Pertussis (diphtheria, tetanus and pertussis containing vaccine) according to the Queensland Health Policy.

## How you will be assessed

You will be assessed on your ability to demonstrate the following key requirements, knowledge and experience which is outlined under 'The role'. The ideal applicant will be someone who has proven ability and can demonstrate the following:

- Competence and capability in primary rural medical practice (particularly hospital-based practice) with certification of at least one (secondary) advanced rural skill specified above.
- Ability to function in a multidisciplinary team, contributing to leadership and clinical governance.
- Experience in education and training of medical staff and/or medical students.
- High level of communication skills in clinical practice and corporate functions.
- Commitment to improving standards and quality of health care and patient safety within the hospital and community.

## Your application

Please provide the following information to the panel to assess your suitability:

- Your current CV or resume, including referees. You must seek approval prior to nominating a person as a referee. Referees should have a thorough knowledge of your work performance and conduct, and it is preferable to include your current/immediate past supervisor. By providing the names and contact details of your referee/s you consent for these people to be contacted by the selection panel. If you do not wish for a referee to be contacted, please indicate this on your resume and contact the selection panel chair to discuss.
- A short response (maximum of two pages) on how your experience, abilities, knowledge and personal qualities are relevant for the role, addressing the key responsibilities and key attributes of the position.
- Applications will remain current for 12 months after they have been submitted.
- Future vacancies of a similar nature throughout the Townsville Hospital and Health Service may also be filled through this recruitment process.

Once completed, your application should be submitted online – visit the [Smart Jobs and Careers website](#). If you have difficulties, please contact Recruitment Services on 1300 193 156.

## About the Townsville Hospital and Health Service

The Townsville Hospital and Health Service (HHS) is the public healthcare provider for more than 250,000 people across a geographic area of 150,000km<sup>2</sup>.

We serve the local government areas of Townsville, Burdekin, Charters Towers, Flinders, Richmond, Hinchinbrook and Palm Island.

In doing so, we operate 21 facilities: 19 hospitals and health centres and two residential aged care homes. More than 6,600 staff work across our facilities, which is about one in every 17 working people, making us members of the communities we serve.

We provide a comprehensive range of services, from primary care in remote locations, to highly specialised care at Townsville University Hospital. This is the largest tertiary hospital in Northern Australia, providing specialist referral services for the 700,000 people living from Mackay to the Torres Strait, to the Northern Territory border.

More than providing the healthcare of today, we are planning and innovating for the future. Our staff and collaborators are advancing healthcare through impactful research. While as a major teaching hospital, we are training tomorrow's doctors, nurses, midwives, allied health practitioners, and more.

Our vision is world-class healthcare for northern Queensland. The [Townsville Hospital and Health Service Strategic plan 2022-2026](#) commits to this ambitious direction, outlines our strategic objectives and lists the measures we will use to know we have achieved them.

**Our Vision:**      **World-class healthcare for northern Queensland**

**Our Purpose:**    **Great care every day**

## Our Values:



**Integrity**



**Compassion**



**Accountability**



**Respect**



**Engagement**

Please visit our website for additional information about the [Townsville Hospital and Health Service](#)

## Health Equity and Racism

Townsville Hospital and Health Service has set out its actions and agreed key performance measures to improve Aboriginal and Torres Strait Islander people's health and wellbeing outcomes. The Health Equity Strategy and Implementation Plan can be found at [First Nations Health Equity Strategy 2022-2025 and Implementation Plan](#)

Racism is a key structural determinant of Aboriginal and Torres Strait Islander people's health inequity. Racism is not always conscious, explicit, or readily visible - often it is systemic. Systemic or institutional racism are forms of racism that are widely and deeply embedded in systems, laws, written or unwritten policies and well-established practices and beliefs that produce, condone, and perpetuate widespread unfair treatment, causing and/or contributing to inherited disadvantage.

It is expected that all Townsville Hospital and Health Service staff, including the incumbent of this role as a valuable member of the Townsville Hospital and Health Service workforce, contribute to the health equity agenda and meet the intent of supporting the defined six actions that specifically meet the needs of Aboriginal and Torres Strait Islander people within the National Safety and Quality Health Service Standards (NSQHS), by actively supporting the elimination of racial discrimination and institutional racism; supporting increased access to health care; influencing the social, cultural and economic determinants of health; supporting the delivery of sustainable, culturally safe and responsive health services; and recognise the importance of working with Aboriginal and Torres Strait Islander peoples, communities and organisations to design, deliver, monitor and review the health and support services we provide.

## About the department

<https://www.townsville.health.qld.gov.au/facilities/charters-towers/charters-towers-health-service/>

## Additional information

- Pre-employment screening, including criminal history, aged care checks, and discipline history checks, may be undertaken on persons recommended for employment. Roles providing health, counselling and support services to children will require a 'working with children check' from the Blue Card Services Department of Justice and Attorney-General prior to appointment, unless otherwise exempt.
- Employees who are appointed to Queensland Health may be required to undertake a period of probation appropriate to the appointment. For further information, refer to Probation HR Policy B2.
- All relevant health professionals, who in the course of their duties formulate a reasonable suspicion that a child or youth has been abused or neglected in their home/community environment, have a legislative and a duty of care obligation to immediately report such concerns to Child Safety Services, Department of Communities.
- Applicants will be required to give a statement of their employment as a lobbyist within one (1) month of taking up the appointment. Details [Lobbyist Disclosure](#).
- Applicants may be required to disclose any pre-existing illness or injury which may impact on their ability to perform the role. Details are available in section 571 of the [Workers' Compensation and Rehabilitation Act 2003](#).
- In accordance with Government requirements and Queensland Health's commitment to a healthier workplace the Queensland Health Smoking Management Policy supports a smoke-free environment. Smoking is prohibited at all Queensland public hospitals and health facilities and for five (5) metres beyond their boundaries. Queensland Health employees may obtain assistance to quit smoking through staff program [Quit Smoking for Life](#) program. Information is available at [Quit smoking....for life!](#)

## Organisational Chart

