

# Position Description

Position Title	Anaesthetics Staff Specialist
Position Number	30100776
Division	Clinical Operations
Department	Surgical Services
Team	Anaesthetics
Enterprise Agreement	Medical Specialists (Victorian Public Health Sector) (AMA Victoria / ASMOF) (Single Interest Employers) Enterprise Agreement 2022 - 2026
Classification Description	Specialist Year 1 - 9
Classification Code	HM33 – HM41
Reports to	Clinical Unit Head, Anaesthesiology
Management Level	Non Management
Staff Capability Statement	Please click here for a link to <a href="#">staff capabilities statement</a>

## Bendigo Health

With more than 5,000 staff and volunteers and covering an area a quarter of the size of Victoria, Bendigo Health, is an expanding regional health service offering the advantages of city life combined with the beauty and freedom that comes from living in a regional area.

Bendigo Health is a 724 bed service that treats more than 57,000 inpatients, triages more than 65,000 emergency attendees and welcomes more than 1,600 new born babies in a year. In addition more than 17,000 operations are performed in our operating theatres and more than 100,000 occasions of services are provided in our clinics to outpatients.

The organisation provides services in emergency, maternity, women's health, medical imaging, pathology, rehabilitation, community services, residential aged care, psychiatric care, community dental, hospice/palliative care, cardiology, cancer services and renal dialysis to the people of the Loddon Mallee region.

With our main campus based in Bendigo, our services extend throughout the Loddon Mallee with sites in areas such as Mildura, Echuca, Swan Hill, Kyneton and Castlemaine.

Demand on services is increasing rapidly with Bendigo being one of Victoria's fastest growing regional cities.

## Our Vision

Excellent Care. Every Person. Every Time.

## Our Values

CARING – We care for our community

PASSIONATE – We are passionate about doing our best

TRUSTWORTHY - We are open, honest and respectful

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

## The Clinical Operations Division

The Clinical Operations Division encompasses acute, allied health, cancer and mental health services. We provide a wide range of general medical, surgical and specialty services including but not limited to; Oncology, Cardiology, Renal, Emergency, Women's and Children's, Critical Care, Specialist Clinics, Cancer Clinics and Mental Health Services. Our Allied Health teams provide a diverse range of programs and person centred care in inpatient, outpatient, community, home and residential care settings. Within a state-of-the-art hospital, our Ambulatory and Critical Care, Medical Services, Surgical Services and Women's and Children's areas use the latest technologies to provide excellent care.

Our world class Cancer Centre uses a multi-disciplinary, integrated approach to treat specific cancers. The Cancer Centre offers medical oncology, radiation oncology, specialist nurses, clinical trials and cancer research, palliative care, and a Cancer Wellness Program. The Mental Health Service provides psychiatric care and treatment across a large catchment area in Victoria stretching from Swan Hill in the north of the state to Gisborne in the south. Family sensitive practice is central to our models of mental health care and best practice ensures the identification, inclusion and support of families, carers and children. Each year our onsite

Specialist Clinics provide over 100,000 service events, we also see more than 60,000 people in our Emergency Department and welcome around 1700 babies into the world. The Clinical Operations Division assists with the admission of more than 50,000 patients into the hospital each year.

## The Anaesthetics Team

The Anaesthetic Department is located in the Interventional Suite complex and consists of the Anaesthetic team, a Departmental Secretary and Acute Pain nurses.

The Anaesthetic team consists of a number of fulltime and part time Specialist Anaesthetists, assisted by Registrars, who provide a wide range of services to both public and private patients.

Apart from delivering anaesthetic services in the Interventional Suite and pre-admission clinic, the Anaesthetic Department provides an Acute Pain Service and an Obstetric Anaesthesia service, as well as off-site services to Medical Imaging, Intensive Care and the Emergency Department.

The Bendigo Anaesthetic Department is accredited by the Australian and New Zealand College of Anaesthetists (ANZCA) as a training site for anaesthetic trainees for up to 12 months of training time.

## The Position

The position is one of a Anaesthetics Staff Specialist in a large regional tertiary referral hospital.

Specialist Anaesthetists at Bendigo Health provide anaesthesia and related services to all interventional disciplines except Cardiac Surgery, Neurosurgery and Transplant Surgery.

As Bendigo Health is an accredited training site, the position's responsibilities include teaching of anaesthetic trainees as well as other junior medical staff, medical students and nursing staff.

## Responsibilities and Accountabilities

- Provide specialist anaesthetic services, including appropriate pre and post-operative care, within credentialed privileges to patients of BHCG at the relevant site and location as directed by the Director of Anaesthesia.
- Work towards the provision of best practice care to all patients in the context of current professional knowledge and organisational resources.
- Promote and maintain a customer focused ethos and a sense of pride and purpose in the service.
- Provide clinical leadership and supervision/teaching for junior medical staff as well as other clinical staff.
- Ensure appropriate interaction and service integration with other relevant services, especially the surgical services, Emergency Department and Critical Care Unit/Intensive Care Unit
- Communicate effectively within and external to Bendigo Health.
- Participate in team/departmental meetings and other organisational meetings as required.
- Manage clinical and administrative portfolios on behalf of the Director of Anaesthetics/Clinical Unit Head.

## Generic Responsibilities

**Code of Conduct** - The Victorian Government's Code of Conduct is binding on all Bendigo Health staff. Contravention of a provision in the code may constitute misconduct and/ or regarded as a breach of the employee's employment agreement and will be dealt with under the organisations Counselling and Disciplinary Action Policy.

**Compliance with policies and procedures** - All Bendigo Health's policies and procedures are set out in its clinical and managerial policy manuals located on the intranet under PROMPT and in hard copy. All staff must ensure they comply with policies, procedures and standard ways of work practices when carrying out their work. Any breach in compliance may result in disciplinary action.

**Occupational Health and Safety** - Every staff member has the responsibility to take reasonable care of their own health and safety and the safety of others, to cooperate with Bendigo Health's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. Any breach in compliance may result in disciplinary action.

**Infection Control** - Every staff member has the responsibility to minimise incidents of infection/ cross infection of residents, staff, visitors and the general public. All staff must adhere to the policies and procedures as set out in Bendigo Health's infection control manuals. Any breach in compliance may result in disciplinary action.

**Confidentiality** - All information concerning Bendigo Health, its patients, clients, residents and staff should remain strictly confidential. Any unauthorised disclosure of such information may result in disciplinary action.

**Quality Improvement** - Bendigo Health is dedicated to improving the quality and safety of health services by providing care within the following domains of quality: Consumer Participation, Clinical Effectiveness, Effective Workforce and Risk Management. As a result, we apply the concept of the quality cycle for all our quality activities, initiatives and projects thereby ensuring the best possible care and treatment results are achieved. The underlying principle of the cycle is that an activity is not complete until evaluation shows that it has been effective and reached the desired outcome. As a Bendigo Health employee you have a responsibility to participate in and commit to ongoing quality improvement activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

**Diversity** – Each person has a right to high-quality health care and opportunities regardless of diversity factors, which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age and socio-economic status. Every staff member has a responsibility to recognise and respect diversity. Inclusiveness improves our service to our community and promotes engagement amongst staff.

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

## Key Selection Criteria

### Essential

1. AHPRA registration as specialist in Anaesthetics, or eligible to apply for such
2. Fellow of the Royal Australian and New Zealand College of Anaesthetics or current FANZCA report outcome assessment
3. Demonstrated clinical ability commensurate with that expected of a specialist anaesthetist
4. Evidence of ongoing professional development to continually update personal medical knowledge and skills
5. Demonstrated ability to structure and supervise a Registrar in Anaesthesia
6. Demonstrated ability to develop and maintain effective service interactions required in the operation of a busy anaesthetic service
7. Demonstrably superior interpersonal and negotiation skills

### Desirable

8. Good understanding of the Victorian Public Health system; in particular the clinical and quality requirements for anaesthetic service delivery
9. Ability to work as part of a multi-disciplinary team, as well as independently
10. A personal approach which is positive, enthusiastic, friendly and helpful

## Mandatory Requirements

**National Police Record Check** A current and satisfactory National Police Record Check must be completed by all new staff prior to commencement at Bendigo Health.

**Immunisation** As a health provider dedicated to providing quality patient care, we all need to be aware of the critical importance of infection control. Each staff member has a responsibility to comply with Bendigo Health's Staff Immunisation Policy and various infection control policy and procedures. All staff are required to provide evidence of vaccinations prior to commencement at Bendigo Health

**Registration with the Australian Health Practitioner Regulation Agency (AHPRA).** The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

*All Bendigo Health sites, workplaces and vehicles are smoke free.*

*This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.*