

POSITION DESCRIPTION

Visiting Medical Officer in Urology - Tamworth Rural Referral Hospital (apply via eCredential)

Our CORE values
Collaboration Openness Respect Empowerment



Organisation	NSW Health
Local Health District / Agency	Hunter New England Local Health District
Position Classification	Visiting Medical Off
State Award	Public Hospital Medical Officers (State) Award
Category	Specialist Medical & Dental Practitioner Specialist
Vaccination Category	Category A
ANZSCO Code	253518 Urologist
Website	www.hnehealth.nsw.gov.au

PRIMARY PURPOSE

The provision of contemporary, comprehensive and professional Urological specialist services that are safe, effective, evidence based and patient centred.

Mandatory requirements of this role include:

- Admitting, consultative, diagnostic, procedural, outpatient, telehealth and on-call services as determined and required by HNELHD
- Attendance and availability during rostered work hours and whilst on-call including clinical handover, clinical supervision, teaching and for emergency and routine care as determined and required by HNELHD.
- Provision of education and research as determined and required by HNELHD

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 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.

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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

- MBBS or equivalent registration with Medical Board of Australia. Fellowship of the Royal Australasian College of Surgeons (Urology) and commensurate registration with AHPRA as a Specialist Urologist

KEY ACCOUNTABILITIES

Undertake a planned, disciplined approach to consistently delivering the best possible experience for patients utilising HNELHD's Excellence Leadership Framework. Providing high quality, evidence based, patient focussed management and care to admitted and non-admitted patients, families and carers through the participation and/or attendance at regular ward rounds, clinical handover, clinics and whilst on call including consultation for patients within HNELHD . Proactively build and maintain collaborative partnerships to ensure team success, facilitate change, build consensus and respond to concerns raised by the team, management and patients. Educate and supervise undergraduate and post graduate multidisciplinary students and team members in accordance with the standards of the relevant training organisation (college/HETI/Universities/other) Actively participate in risk management, safety and quality programs (including M&Ms) to systematically improve organisational processes, own practices and implement guidelines/standards ensuring service delivery is appropriate, coordinated, safe, efficient, timely and cost effective. Ensure a timely and high standard of clinical record documentation, including the completion of the patient's clinical records to reflect clinical decisions and changes to the management plan. Ensure appropriate arrangements are made for patients on discharge from hospital to maximise continuity of care and good health outcomes. Provide expert advice in the planning coordination, operation and evaluation of the delivery of medical services in partnership with management. Operate within the defined and awarded scope of clinical practice relevant for the facility as determined by the district's Medical and Dental Appointments Advisory Committee. Ensure all services are provided in line with current professional standards of practice and the National Safety and Quality Health Service Standards, Work Health and Safety Act and NSW Health risk management frameworks. Deliver education to enhance safety, quality and organisational performance where the learning is aligned to Strategic Priorities and Operational initiatives; is fit for purpose; aligned to learning outcomes; desired outcomes are met Participate in and/or collaborate with high quality health and medical research and in the translation of research evidence into everyday clinical practice

KEY CHALLENGES

- Practitioners should ensure that they operate within their own level of expertise within a collaborative clinical care model and seek consultation with colleagues when appropriate.
- Communicate in a way which is both timely and appropriate with the multidisciplinary team to ensure good patient outcomes.
- Managing and prioritising competing clinical and teaching demands to meet service needs whilst maintaining a professional role and responsibility for patient, staff and student care.
- Providing leadership to ensure a supportive and collegiate environment and if required in the resolution of conflicts.
- Valuing diversity and appreciating the needs of patients and staff.
- Taking care of self and others.

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KEY RELATIONSHIPS

Who	Why
Patients/Clients, their families and relevant parties (in accordance with legislation related to confidentiality and privacy)	To provide appropriate, high quality, patient centred care which meets needs and expectations in line with CORE values.
Medical officers and other healthcare professionals internally and externally	Provide clinical leadership, teaching and patient management; collaborate regarding patient care to enable delivery of best practice and care and success for the team.
Medical administration and senior management	Collaborate over service delivery, administrative, contractual, remuneration and other matters to assist with the provision of efficient and effective clinical services. Ensuring compliance with Policies, Codes and Standards endorsed by medical professional and health regulatory bodies. Participating in the notification and management of complaints.

SELECTION CRITERIA

1. MBBS or equivalent registration with Medical Board of Australia. Fellowship of the Royal Australasian College of Surgeons (Urology) and commensurate registration with AHPRA as a Specialist Urologist
2. Evidence of being a medical expert, demonstrated by recent and comprehensive experience in Urology.
3. Evidence of being a scholar, maintains medical professional development and has the ability to assist other staff, including trainees in the acquisition and development of knowledge.
4. Evidence of being a skilled communicator, including both oral and written skills, communicating with patients, students, other health professionals and the public.
5. Evidence of being a collaborator, including the ability to network and operate within an interdisciplinary framework and to work with other stakeholders in a variety of settings.
6. Evidence of being a manager, including ability to be flexible and cope with a changing health system, past leadership and management experience and previous safety and quality improvement activities.
7. Evidence of being a professional, including continued professional development, peer review and other forms of clinical governance.
8. Evidence of being an advocate, including contributions to improving individual and societal health.

OTHER REQUIREMENTS

The role & responsibilities, clinical, leadership & corporate, are subject to delegations, policies, procedures & operations systems of HNELHD. These must be in line with NSW Health Code of Conduct, AHPRA's Good Medical Practice: A Code of Conduct for Doctors in Australia. The following specific requirements are noted:

Qualifications
Fellowship of the Royal Australasian College of Surgeons (Urology) and/or specialist registration with AHPRA

Workplace Culture
Model NSW Health & HNELHD CORE values: Collaboration, Openness, Respect & Empowerment & ensure workplace conduct is consistent with behaviours associated with those values & Code of Conduct
Strive to deliver Excellence to every patient, every time. Excellence is delivering the best possible care to patients, in a safe, compassionate environment. Excellence provides a framework that delivers sustainable cultural change promoting accountability, innovation & focuses on excellent patient outcomes & great patient experience
Lead by developing purposeful relationships within & across teams that build shared understanding of organisational strategies. Guide & empower teams to drive change & manage challenging problems utilising existing, well defined

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structures, processes & measures which are supported by integrity, credibility, compassion & demonstrate consistent & equitable behaviours to achieve outcomes

Finance and Assets Manage and/or support management to allocate finance & resources efficiently & effectively in accordance with HNE Delegations Manual (& corporate policies). This may include, but not limited to, management of a budget, assets & stores, corporate records, intellectual property & personnel records

Risk Management In partnership with management undertake business unit risk planning assessments, ensuring competence in risk management & assessment. Abide by the organisation's risk policies, developing an understanding of the operational & risk management context, managing risk accordingly

Work Health and Safety Workers have a positive duty to demonstrate commitment to safety. This includes taking reasonable care for your own safety & others, participating with consultation arrangements and complying with work health and safety legislation, policies, procedures and safety instructions

Workplace Diversity Comply with & participate in workplace diversity policies & procedures

Aboriginal Health A commitment to the delivery of innovative, locally relevant solutions that measurably improve the health outcomes of our communities, working towards the HNE vision of "Healthy Aboriginal people: Now and into the Future"

Training Comply with/participate in HNE training programs & policies, including participation in CE directives and mandatory training

Performance Review A performance assessment will be conducted 3 months following commencement of employment. At least every 12 months, a performance review will be undertaken that includes expectations in respect of management responsibilities, quality improvement & clinical governance activities, post graduate & undergraduate teaching activities, continuing education, research, health outcomes

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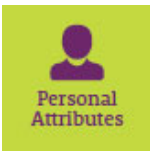
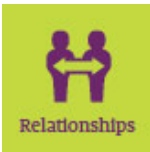

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CAPABILITIES FOR THE ROLE

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available via the [Public Service Commission website](#).

Capability Summary

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

NSW Public Sector Capability Framework		
Capability Group	Capability Name	Level
 Personal Attributes	Display Resilience and Courage	
	Act with Integrity	Highly Advanced
	Manage Self	
	Value Diversity	
 Relationships	Communicate Effectively	Highly Advanced
	Commit to Customer Service	
	Work Collaboratively	Advanced
	Influence and Negotiate	Advanced
 Results	Deliver Results	Adept
	Plan and Prioritise	Advanced
	Think and Solve Problems	Advanced
	Demonstrate Accountability	Highly Advanced

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NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Personal Attributes Act with Integrity	Highly Advanced	<ul style="list-style-type: none">• Champion and act as an advocate for the highest standards of ethical and professional behaviour• Drive a culture of integrity and professionalism across the organisation, and in dealings cross-government, cross-jurisdiction and outside of government• Define, communicate and evaluate ethical practices, standards and systems and reinforce their use• Create and promote a climate in which staff feel able to report apparent breaches of rules, policies and guidelines and act promptly and visibly in response to such reports
Relationships Communicate Effectively	Highly Advanced	<ul style="list-style-type: none">• Articulate complex concepts and put forward compelling arguments and rationales to all levels and types of audiences• Speak in a highly articulate and influential manner• State the facts and explain their implications for the organisation and key stakeholders• Promote the organisation's position with authority and credibility cross-government, cross jurisdictionally and outside of government• Actively listen, and identify ways to ensure all have an opportunity to contribute• Anticipate and address key areas of interest for the audience and adapt style under pressure
Relationships Work Collaboratively	Advanced	<ul style="list-style-type: none">• Build a culture of respect and understanding across the organisation• Recognise outcomes which resulted from effective collaboration between teams• Build co-operation and overcome barriers to information sharing and communication and collaboration across the organisation and cross government• Facilitate opportunities to engage and collaborate with external stakeholders to develop joint solutions
Relationships Influence and Negotiate	Advanced	<ul style="list-style-type: none">• Influence others with a fair and considered approach and present persuasive counter-arguments• Work towards mutually beneficial win/win outcomes• Show sensitivity and understanding in resolving acute and complex conflicts• Identify key stakeholders and gain their support in advance

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Group and Capability	Level	Behavioural Indicators
		<ul style="list-style-type: none">Establish a clear negotiation position based on research, a firm grasp of key issues, likely arguments, points of difference and areas for compromisePre-empt and minimise conflict within the organisation and with external stakeholders
Results Deliver Results	Adept	<ul style="list-style-type: none">Take responsibility for delivering on intended outcomesMake sure team/unit staff understand expected goals and acknowledge successIdentify resource needs and ensure goals are achieved within budget and deadlinesIdentify changed priorities and ensure allocation of resources meets new business needsEnsure financial implications of changed priorities are explicit and budgeted forUse own expertise and seek others' expertise to achieve work outcomes
Results Plan and Prioritise	Advanced	<ul style="list-style-type: none">Understand the links between the business unit, organisation and the whole-of-government agendaEnsure business plan goals are clear and appropriate including contingency provisionsMonitor progress of initiatives and make necessary adjustmentsAnticipate and assess the impact of changes, such as government policy/economic conditions, to business plans and initiatives, and respond appropriatelyConsider the implications of a wide range of complex issues, and shift business priorities when necessaryUndertake planning to transition the organisation through change initiatives and evaluate progress and outcome to inform future planning
Results Think and Solve Problems	Advanced	<ul style="list-style-type: none">Undertake objective, critical analysis to draw accurate conclusions that recognise and manage contextual issuesWork through issues, weigh up alternatives and identify the most effective solutionsTake account of the wider business context when considering options to resolve issuesExplore a range of possibilities and creative alternatives to contribute to systems, process and business improvementsImplement systems and processes that underpin high quality research and analysis

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NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Results Demonstrate Accountability	Highly Advanced	<ul style="list-style-type: none">• Direct the development of effective systems for the establishment and measurement of accountabilities, and evaluate ongoing effectiveness• Promote a culture of accountability with clear line of sight to government goals• Set standards and exercise due diligence to ensure work health and safety risks are addressed• Inspire a culture which respects the obligation to manage public monies and other resources responsibly and with probity• Ensure that legislative and regulatory frameworks are applied consistently and effectively across the organisation• Direct the development of short and long term risk management frameworks to ensure the achievement of government aims and objectives