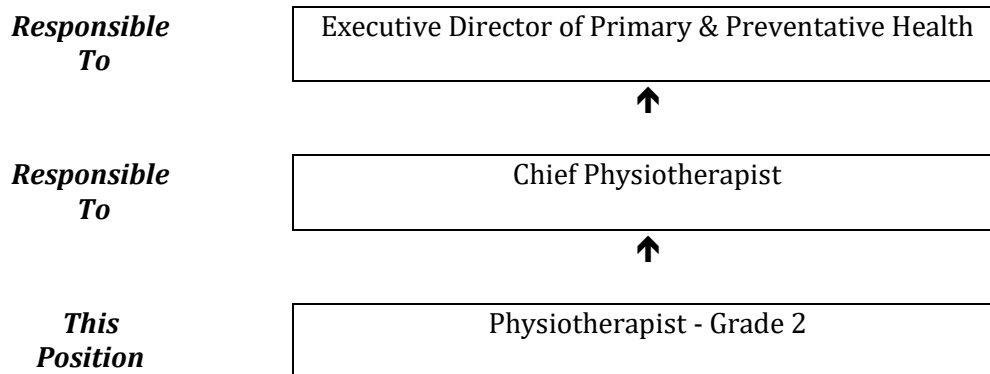
		<p style="text-align: right;">West Wimmera Health Service P.O. Box 231 NHILL, VICTORIA 3418 Telephone: 5391 4222 Facsimile: 5391 4228</p>	
Position	PHYSIOTHERAPIST - GRADE 2		
Location	West Wimmera Health Service, Nhill	Reports to	Chief Physiotherapist
Award	Victorian Public Health Sector (Health Professionals, Health and Allied Services, Managers & Administrative Officers) Enterprise Agreement 2016 - 2020	Level	
Effective Date	December 2017	Next Review	December 2020
Position Overview	<p>Provide Physiotherapy services to hospital inpatients, community clients and residents in residential aged care facilities</p> <p>Co-ordinate a team consultation approach for allocation of Physiotherapy clinical cases.</p> <p>To act as an active consultant and supervisor as necessary for Grade 1 Physiotherapist (where present) especially on more complex clinical cases.</p>		
Key Result Areas	<ul style="list-style-type: none"> • Provision of quality, safe and efficient care • Professional Development & Practice • Adaptable behaviours • Technical Skills • Communication 		
Liases with	<p>Internal: All staff, Department Managers, and Executive Directors</p> <p>External: Community, like organisations, external consultants</p>		

POSITION RELATIONSHIPS:

STATEMENT OF DUTIES:

Duty No	Details
1.0	Leadership
1.1	Provide Physiotherapy to: <ul style="list-style-type: none"> ▪ Inpatients in acute, medical and surgical wards (orthopaedic inpatients) ▪ Outpatients at each of the West Wimmera Health Service campuses; ▪ Aged Care Residents
1.2	Adherence to APA ethical principals.
1.3	Conduct annual aged care assessments and quarterly reviews, as part of the Residential Classification System, in conjunction with nursing staff, on all residents of nursing homes and hostels within the West Wimmera Health Service.
1.4	Instruct and supervise the Physiotherapy Assistant and clients in techniques and methods of proper physiotherapy care and maintenance of continuing therapy as required.
1.5	Undertake any fee-for-service required by contract to health services outside of West Wimmera Health Service.
1.6	Participate in the planning of the annual Health Promotion plan for the Division as well as taking a leading role in the preparation and delivery of programs in which the Physiotherapy Department are involved, as well as evaluation of program.
1.7	Offer clinical supervision to new graduates and peer review/supervision with other team members.
1.8	Participate in teaching and education programs for nursing, allied health and other hospital staff in relation to physiotherapy, including back care and correct lifting seminars. West Wimmera Health Service implements the No Lifting Policy.
1.9	Act as a consultant to Doctors, nursing and allied health staff with regard to the management of physiotherapy cases both on an inpatient and outpatient basis, and to ensure appropriate communication with the referral source. When necessary act as a mediator or advocate for Grade 1 practitioners, if/as issues may arise and assistance is required.
1.10	Attendance at weekly Multi-Disciplinary meetings, monthly Allied Health meetings, Working Party meetings and other meetings directed or deemed appropriate, including EQUIP committee meetings. The scheduling and chairing of Departmental meetings will be the responsibility of the Grade 2 practitioner in the absence of the Chief Physiotherapist.
1.11	To take responsibility for the supervision and assessment of students undertaking placement with the Department.
1.13	To participate in Professional Development. Also to facilitate annual discussions within the Department to prioritise Professional Development needs for the Department and individual staff in the absence of the Chief Physiotherapist.
1.14	To assist Chief Physiotherapist to prioritise, in consultation with the other staff in the Department and within the parameters of the Divisional Budget, a list of equipment and resources to be purchased or replaced within the Department.
1.16	Propose strategies to more effectively achieve Community Health targets.
1.17	Participate in regular professional supervision.
1.18	Involvement in annual staff appraisal.

1.19	A comprehensive awareness of West Wimmera Health Service Policy Manual, Fire & Disaster Plan, Departmental Policies & Procedures, and act in accordance with these. In addition be able to direct and respond to queries from the other practitioners in the Department about these documents.
1.20	Regularly review and update Departmental Policy and Procedure Manuals, including the delegation of other staff member to take responsibility for allocated tasks.
1.21	Participate in guest speaking and in-service appointments as required including antenatal classes.
1.22	In the absence of the Chief Physiotherapist, act as the key contact person for the Department available to the Executive Director of Primary & Preventative Health and/or the Chief Executive Officer.
1.23	Perform other related duties as directed by the Executive Director of Primary & Preventative Health or Chief Executive Officer.
1.24	Work in accordance with the Medicare Benefits Schedule under the auspice of West Wimmera Health Service will be undertaken as required to meet referral needs. A Medicare provider number under the auspice of West Wimmera Health Service must be applied for and granted.
2.0	Personnel Management
2.1	Initiate and oversee the effective application and utilisation of resources within the staff allocations and budget parameters.
2.2	Strengthen the personal and professional growth of staff through the development of succession planning for the continued support of the department.
2.3	Observe performance of professionals, and complete staff evaluations as prescribed by West Wimmera Health Service policies.
3.0	Financial Management
3.1	Assist in the development and management of the unit budget.
3.2	Assist in developing strategies, in conjunction with the Executive Director of Primary & Preventative Health to meet expenditure budget expectations for operating and capital purposes.
4.0	Quality
4.1	Ensure that all documentation is completed and satisfies legal and policy guidelines.
4.2	Update records and statistics in accordance with Commonwealth Department of Health and Ageing and Victorian Department of Human Services stipulations.
4.3	Continually evaluate and modify service delivery in order to meet ongoing client and community needs such as through the utilisation of regular Quality Assurance Activities. Assist in co-ordinating the development of annual Quality Activity timetables, timely completion and submission of Quality Activities and ensuring that any follow up is implemented.
4.4	In relation to service delivery modification that may not be addressed through Quality Activities, suggestions and evidence for practice changes to be collated and submitted for further discussion with the Executive Director of Primary & Preventative Health.
4.5	Assist with the planning and implementation of the Services' Quality Improvement Programmes.

5.0	Community Involvement
5.1	Interpret and pursue the aims and ideals of community care, through communication and participation in community affairs.
5.2	Co-operate with volunteer groups associated with the Service and other interested community groups.
5.3	Provide guidance to young people participating in community, allied health and work experience programs
5.4	Positively promote the organisation internally and externally.
6.0	Safety and Risk Management
6.1	Monitor all mandatory compliance requirements, such as: Cardio Pulmonary Resuscitation, No-lift, Fire Evacuation, etc. in collaboration with the Director of Community & Allied Health Services.
6.2	Maintain Physiotherapy facilities in accordance with safety standards and infection control guidelines.
6.3	Ensure staff within the department are aware of all Service's emergency procedures.
6.4	Maintain a level of clinical skills appropriate to direct and assist other staff, and to affect intervention in clients care programs where required.
6.5	Coordinate regular checking programs to ensure that equipment is in sound working order, identifying and recommending repairs and replacements as required.
7.0	Communication
7.1	Be aware of and practice according to the West Wimmera Health Service mission, objectives, core values and behaviours.
7.2	Provide leadership in the developing of health promotion resources.
7.3	Disseminate information to other health care workers to facilitate a team approach to patients' and clients care.
7.4	Liaise with other departments in promoting good working relationships to achieve the optimum provision of quality care.
7.5	Recognise the need and take action in counselling patients, relatives, and caregivers.
7.6	Attend meetings with peers and committees as necessary.
7.7	Strengthen and develop relationships with customers, consumers and stakeholders to ensure business viability and opportunities are identified.
7.8	Promote good communications within the service and community through the Executive Director of Primary & Preventative Health.
8.0	Appraisal
8.1	Initial performance appraisal – 6 months after appointment. Thereafter – 12 monthly

KEY SELECTION CRITERIA:

1. Bachelor of Physiotherapy or its equivalent.
2. Have proven abilities in the assessment and treatment of musculoskeletal, neurological and respiratory conditions using a problem-solving and objective approach.
3. Appropriate skills/experience above base grade practising clinician.
4. Clinical experience in a variety of community based settings: aged, acute and a range of community
5. Willingness to work in a rural setting.
6. Ability to initiate and implement Physiotherapy programs including group programs.
7. Highly developed communication and interpersonal skills including the ability to negotiate effectively with peers and other professionals and speak to community groups as required.
8. High level of written communication skills
9. Ability to work independently but also as a member of a team. Must be effective in a team and be able to demonstrate initiative, enthusiasm and flexibility.
10. Commitment to principles of quality assurance, EEO & OH&S.
11. Display of competence or potential to teach and supervise other staff and students.
12. Must be self-motivated and be responsible and responsive to a situation where a high level of professional autonomy exists.
13. Current Driver's Licence is essential due to the requirement to complete regional travel.

OTHER DESIRABLE SKILLS / KNOWLEDGE / EXPERIENCE:

1. Knowledge of rural Physiotherapy practise.
2. Strong interest in an understanding of physiotherapy for aged care residents, and an understanding of the role in assessing residents for the Residential Classification System.
3. Demonstrated skills in outpatients, with good manual therapy skills.
4. Experience in the area of Women's Health, including post-natal care and classes in antenatal education.
5. Exceptional time management and organisational skills.
6. Potential or proven potential of leadership qualities and skills.
7. Solid understanding of the Primary Health funding guidelines.
8. Awareness of the Accreditation process, in particular EQUIP.
9. Competence in using computer programs including Microsoft Word, Excel, Outlook and other databases.
10. Sound knowledge of health promotion and community education.

OTHER RELEVANT INFORMATION:

1. Located at Nhill. Regional visits negotiated with other speech pathologists to include visits to Rainbow, Jeparit, Kaniva, Goroke and Natimuk on a regular basis.
2. Appointment is subject to a satisfactory police records check prior to commencing.
3. Some after hours work may be required.
4. Further Professional Development is encouraged and supported.

CERTIFICATION:

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Signature:	Signature:
Physiotherapist - Grade 2	Executive Director of Primary & Preventative Health
Date:	Date: