

Position Description

Emergency Physician- Internal Locum

Classification:	Medical Specialist
Business unit/department:	Emergency Medicine
Work location:	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
Agreement:	AMA Victoria - Victorian Public Health Sector Medical Specialists Enterprise Agreement 2022-2026
Employment type:	Full-Time or Part-Time
Hours per week:	As per contract
Reports to:	Director of Emergency Medicine
Direct reports:	NA
Financial management:	Budget: NA
Date:	May 2025

Position purpose

Duties associated with this position will include provision of consultant care in the Emergency Department and supervision of registrars and junior medical staff in the delivery of patient care in the Department.

About the Directorate/Division/Department

Austin Health is a tertiary teaching hospital on two campuses in Heidelberg and is associated with the University of Melbourne. The single site Emergency department is located on the Austin campus.

The Department of Emergency Medicine is a busy tertiary department attending 72,000 patients annually offering a wide range of clinical services. In May 2005 a new purpose-built Department was opened as part of the Redevelopment of Austin with 47 treatment areas, including a six-bed paediatric area, a Fastrack area, an eight bed Short Stay Unit and a collocated satellite radiology facility.

The Department is accredited for two years advanced training with the Australasian College for Emergency Medicine and has paediatric logbook training. The Department offers registrar rotations in ICU, anaesthetics, obstetrics and gynaecology, toxicology, general medicine, ambulatory care, psychiatry and paediatrics. The Department is the acute spinal and trauma reception area of Austin Health.

Position responsibilities

Role Specific:

- Participation in an evening and weekend roster on a pro rata basis and may be required to participate in an on-call roster.
- Non-clinical time will be approved by the Director and allocated for time devoted to teaching, education, research and administration. (Duties and responsibilities are listed in Appendix A). Key objectives will be to participate in the continued development of quality training for clinicians in emergency medicine, and appropriate quality and governance frameworks.
- Attendance at department meetings is required and attendance at Grand Rounds is encouraged.
- Participate in Department audits and various working parties that exist within the Department and throughout the organization as a delegate of the Department of Emergency Medicine
- Specific duties will be allocated by the Director of Emergency Medicine
- Provide comprehensive management of Emergency patients.
- Participate in Unit meetings and activities.
- Provide an on-call service as required.
- Provide a consultative service to other Units as required.
- Supervise trainees and junior medical staff.
- To assist the Director in administrative duties as required including the development and review of policies and procedures for the provision of services, updating as needed to reflect best practice and evidence-based medicine.
- To assist in the evaluation of the delivery of services and in implementing appropriate quality and risk management initiatives.
- Demonstrate a commitment to working as a team member with peer medical, junior medical, nursing and other clinical staff to provide efficient, safe and quality care across the continuum.

Teaching, Training and Research:

- Contribute to the supervision, education and training of junior medical, nursing and other clinical staff, including participating in their performance appraisal and feedback processes.
- Participate in both undergraduate and postgraduate teaching activities.
- Commitment to facilitate, conduct and participate in clinical and/or basic research.
- Participate in the auditing and review of clinical practices to improve clinical outcomes.

All Employees:

- Comply with Austin Health [policies & procedures](#) as amended from time to time
- Comply with the Code of Conduct and uphold our values, and diversity and inclusion commitments
- Maintain a safe working environment for yourself, colleagues and members of the public. Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself
- Comply with the principals of patient centred care
- Comply with Austin Health mandatory training and continuing professional development requirements
- Work across multiple sites as per work requirements and/or directed by management



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People Management Roles:

- Maintain an understanding of individual responsibility for safety, quality & risk and actively contribute to organisational quality and safety initiatives
- Ensure incident management systems are applied and a response to local issues and performance improvement occurs
- Support staff under management to comply with policies, procedures and mandatory training and continuing professional development requirements

Selection criteria

Essential Knowledge and skills:

- A commitment to Austin Health values.
- Must be a registered Medical Practitioner in Australia with the Australian Health Practitioner Regulation Agency (AHPRA).
- Hold a Fellowship of the Australasian College for Emergency Medicine.
- Have appropriate training and experience applicable to the field of Emergency Medicine.
- Demonstrated commitment to high quality patient care.
- Demonstrated commitment and ongoing activity in research and/or clinical audit activities.
- Involvement in teaching and training of medical, technical and nursing staff, including at undergraduate and post-graduate level.
- Attendance and active involvement in relevant departmental, organisational and external meetings (i.e. College, Association and National/International bodies).
- Demonstrates engagement, teamwork and collaboration.
- Have demonstrated ability to communicate effectively at all levels.
- Have demonstrated understanding of, and commitment to Clinical Governance.
- Satisfactory Working With Children Check.

Desirable but not essential:

- A sound understanding of information technology including clinical systems.

Professional qualifications and registration requirements

Core Scope of Clinical Practice – Procedures, therapies and competencies that a Fellow from the respective specialist medical college would be competent in practicing. This only applies to practice at Austin Health and its campuses/services.

Emergency Medicine Physicians should be competent in the following:

- Arterial line insertion, CVC cannulation, Pulmonary artery catheter flotation, Epidural insertion/anaesthesia, Spinal anaesthesia, Fiberoptic intubation, Brachial plexus blockade and Specific nerve blocks
- Intubation
- Basic and Advanced Life Support for all ages
- Chest drain - thoracostomy
- Surgical/needle cricothyroidotomy or Percutaneous Tracheostomy
- Airway procedures - Indirect laryngoscopy
- Airway procedures - Laryngeal mask insertion
- Conscious/Procedural sedation



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- Foreign body removal - ENT
- Foreign body removal - Eye
- Gastroenterology procedures - Insertion of nasogastric tube
- Lumbar puncture
- Nasal packing for epistaxis - anterior and/or posterior
- Nerve block - Biers block
- Nerve block - femoral nerve block
- Orthopaedic procedures - Application of Plaster-of-Paris
- Orthopaedic procedures - Arthrocentesis
- Orthopaedic procedures - Reduction of fractures
- Orthopaedic procedures - Reduction of major joint subluxation or dislocation
- Surgical procedures - Incision and drainage - of abscess
- Surgical procedures - Incision and drainage - of subchondral haematoma
- Suturing - simple skin closure
- Thoracocentesis - Micro-catheter aspiration/drainage of pneumothorax
- Thoracocentesis - Needle aspiration of pneumothorax
- Urinary catheterization - urethral
- Urinary catheterization - Suprapubic aspiration (paediatric bladder tap)
- Vascular access - Arterial access
- Vascular access - Central venous
- Vascular access - Intraosseous
- Vascular access - Large bore intravenous : $\geq 16G$
- Vascular access - Paediatric venous access : age < 2 yo
- Vascular access - Venous cutdown

This will be assumed if the Emergency Physician has a Fellowship of the Australasian College for Emergency Medicine or equivalent and an ongoing continuous practice in this specialty.

By the mutual agreement of the appropriate authority, emergency physician clinical privileges may extend outside the ED and may include but are not limited to:

- Transporting patients outside the hospital premises such as inter facility transports;
- Clinical work in the Intensive Care Unit;
- “Prescribed Medical Officer” as defined by the relevant local Child Protection Legislation to issue an involuntary emergency hospital admission order for children who are suspected victims of child abuse or neglect in order to protect the safety of the child at risk;
- The collection of medico-legal specimens or performing forensic medical examinations;
- Duties under the local Mental Health Legislation;
- Other duties mutually agreed upon to be necessary or appropriate.

Extended Scope of Clinical Practice – Procedures, therapies and competencies that a Fellow from the respective specialist medical college would be competent in practicing after additional training, qualifications and experience as determined by the Head of Unit* has been completed. This only applies to practice at Austin Health and its campuses. *The Head of Unit is expected to apply guidelines from the respective specialist medical college and appropriate state, national and international guidelines.

1. Diagnostic or procedural ultrasound
2. ACEM Use of Bedside Ultrasound by Emergency Physicians



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Emergency/Life threatening situation – In a medical emergency situation, any medical staff member who is credentialed at Austin Health is permitted to provide necessary patient care, as best able, and outside their defined scope of clinical practice in order to provide life-saving measures and/or to prevent serious harm.

Please note – Recognising the dynamic and rapidly advancing nature of medical practice, if you believe a novel competence, practice or procedure should be included within your specialty's scope of clinical practice, please speak to your Head of Unit and refer to the 'Introduction of a New Technology / Clinical Practice' policy on the HUB (<http://eppic//Document/1193>).

For general accreditation the following need to be satisfied

- Demonstrated continuing professional development
- Regular attendance at audit
- Participation in one or more of the following
 - Teaching or research
 - Organising audit
 - Clinical governance
 - Other role within Austin Health but outside of the unit/specialty
 - College role

For each area where special expertise needs to be demonstrated

Some or all of the following criteria will be used to assess accreditation

- Specialist training or a specific fellowship
- Significant accumulated total experience in the field
- Recent experience (adequate number of cases per year in previous years)
- Satisfactory completion of an acceptable outside organisations credentialing requirements.

Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.

Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*



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- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

General information

Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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