

# Position Description

## Position Title: General Medicine Physician

<b>Classification:</b>	As per contract
<b>Business unit/department:</b>	General Medicine
<b>Work location:</b>	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input checked="" type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
<b>Agreement:</b>	AMA Victoria - Victorian Public Health Sector Medical Specialists Enterprise Agreement 2022-2026
<b>Employment type:</b>	Sessional
<b>Hours per week:</b>	8
<b>Reports to:</b>	Director, General Medicine
<b>Direct reports:</b>	N/A
<b>Financial management:</b>	Budget: N/A
<b>Date:</b>	May 2025

### About the Directorate/Division/Department

General Medicine is part of the Medical Services Division. The unit has 68 inpatient beds and also has admissions into the Emergency Medical and Short Stay Unit, both located in the Emergency Department.

The Department of General Medicine is a large clinical unit providing an inpatient, outpatient and consultancy service.

The Department of General Medicine also has an important role in undergraduate and postgraduate teaching and is closely affiliated with The University of Melbourne.

### Position responsibilities

Role Specific:

- Provide clinical expertise for patients with undifferentiated problems and multiple co-morbidities.
- Undertake direct patient management of both inpatients and outpatients, as rostered.
- Supervise staff in the delivery of care to patients within the service/unit, ensuring that timely, efficient and high-quality care is provided.

- Attend clinical meetings (the General Medicine Clinical meeting and Ground Rounds) on a regular basis.
- Participate in undergraduate and postgraduate teaching, research and development within the Department of General Medicine.
- Provide a consultative service to other units as required e.g. orthopaedics.
- Provide joint management of patients with e.g. The Stroke Unit and the Haematemesis and Melaena Unit
- Provide supervision and teaching to resident staff and medical students, as well as participate in research and development in the Department of General Medicine.
- Maintain contemporary best practice, personal technical expertise, medical knowledge & clinical skills
- Provide an on-call service as required.
- 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, which can be located on the intranet (The Hub): <http://eppic/>
- Report incidents or near misses that have or could have impact on safety - participate in identification and prevention of risks
- Comply with the Code of Conduct

#### People Management Roles:

- Ensure clear accountability for quality and safety within the department
- Ensure incident management systems are applied and a response to local issues and performance improvement occurs; ensure the risk management system is functional
- Be aware of and comply with the core education, training and development policy.



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## 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).
- Current Fellowship of the Fellowship of The Royal Australasian College of Physicians or equivalent
- Have appropriate training and experience applicable to undertake the defined scope of practice.
- 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.

### 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.

1. Management (comprising clinical assessment, investigation and therapy) in the inpatient or ambulatory care setting, of medical conditions of sufficient complexity to warrant expertise beyond that of a primary care practitioner.
2. Management of patients with one or more medical conditions involving the following areas of medicine as defined by the curriculum of adult medicine of the RACP: Undifferentiated presentations; Cardiology; Neurology; Respiratory Medicine; Rheumatology; Diabetes and Endocrinology; Nephrology; Oncology; and Infectious diseases
3. Management of paediatric patients (more than 12 years of age)
4. Diagnostic aspiration of ascites or pleural effusion and therapeutic drainage of large effusions
5. Diagnostic joint aspiration
6. Insertion of Intercostal Catheter(s).
7. Insertion of peripheral intravenous access devices and authorisation of intravenous infusions of all fluids.

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



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**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 Therapeutic Procedures
2. Interventional cardiology (angiography, stenting, electrophysiology) & endocardiography
3. All endoscopic procedures, with the exception of rigid sigmoidoscopy/proctoscopy
4. Neurophysiologic investigations (EEG, EMG, nerve conduction studies and the like)
5. Clinical responsibility for the administration of streptokinase or other thrombolytic for cerebrovascular disease.
6. Respiratory function testing, sleep studies, ventilation (invasive), insertion of intercostal catheters
7. Intra-articular injections of therapeutic agents
8. Solid organ biopsies
9. Prescription or administration of cytotoxic chemotherapy or radiotherapy

**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.



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## 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.*
- 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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