

# Austin Health

## Position Description



### **Position Title: Grade 1 Scientist (Histology / Cytology) Anatomical Pathology**

Classification:	RX1 – RX7
Business Unit/ Department:	Anatomical Pathology
Agreement:	Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Enterprise Agreement 2021-2025
Employment Type:	Full-Time
Hours per week:	40 + ADO
Reports to:	Principal Scientist Anatomical Pathology

## About Austin Health

Austin Health is one of Victoria's largest health care providers. Comprising the Austin Hospital, Heidelberg Repatriation Hospital, Royal Talbot Rehabilitation, Hospital in the Home and community based health services; Austin Health is an internationally recognised leader in clinical teaching, training and research, with numerous university and research institute affiliations.

Austin Health employs near 9,000 staff across its sites; including over 1,600 doctors and 3,000 nurses, and delivers a full range of leading edge clinical services, including several state-wide services (liver transplant, spinal cord injury service, respiratory support service, child inpatient mental health service). In total, Austin Health provides over 900 beds, including mental health, aged-care and rehabilitation beds and a range of community and in the home services. The current annual operating budget is in excess of \$960 million.

Austin Health delivers vital state-wide services to all Victorians, including to diverse multicultural and veteran communities. It also provides community and specialty services to the people of Melbourne's north-eastern corridor in a safety-focused, team-oriented and stimulating work environment.

Austin Health's current vision is shaping the future through exceptional care, discovery and learning.

Our values define who we are, shape our culture and the behaviours, practices and mindset of our people. Our values are: Our actions show we care, we bring our best, together we achieve and we shape the future. [www.austin.org.au/about-us](http://www.austin.org.au/about-us)

Austin Health is committed to providing an inclusive culture where all employees can contribute to the best of their ability and strive to develop further. Find more at <http://www.austin.org.au>

## Position Purpose

The Grade 1 Scientist is expected to be proficient in all aspects of either Histology or Cytology and participate fully in all rosters, including on-call (for Scientists in Histology). While it is not a requirement that Grade 1 scientists within Anatomical Pathology are experienced in both Histology and Cytology, the department encourages training opportunities for staff to multi-skill in both disciplines when operationally possible.

## About Austin Pathology

Austin Pathology is a department of Austin Health and provides service to not only Austin Health and the Mercy Hospital for Women, but also to numerous GPs and Specialists in the community and acts as a preferred referral laboratory for many complex diagnostic and research tests.

Austin Pathology is committed to providing high quality patient care through routine and complex diagnostic services, expert advice and support for teaching and research.

Austin Pathology is an accredited laboratory with the National Association of Testing Authorities Australia (NATA), the Royal College of Pathologists of Australia (RCPA), National Safety and Quality Health Services Standards (NSQHS), National Pathology Accreditation Advisory Council and Medicare Australia, supported by a network of Collection Centres at hospital sites and within the community.

The Department is managed by a Pathology Executive comprising the Director, Medical Director, Director of Anatomical Pathology, the Director of the Infectious Diseases Department and a representative from the Austin Health Executive. This group is committed to providing comprehensive laboratory testing in a manner consistent with the needs of a University teaching hospital and the strategic directions of Austin Health.

Austin Pathology seeks to maintain its position at the cutting edge of Pathology analytical and clinical services. The Department constantly reviews and updates testing methodologies, instrumentation and work practices, as well as monitoring result turnaround times and other key performance indicators.

## Purpose and Accountabilities

### Role Specific:

#### Histology specific

- Perform scientific tasks in routine and specialized Histology, with an emphasis on surgical cut-up and Immunohistochemistry.

- Participate in all rosters including on-call.

### **Cytology specific**

- Perform cytology preparation and screening and attend FNA's as required.
- Participate in the Quality Assurance activities of the cytology laboratory.

### **Generic**

- Maintain an up-to-date knowledge applicable to the relevant field.
- Keep records in accordance with NATA, HIC, NPAAC and other relevant guidelines.
- Participate in educational activities.
- Ensure that the performance and maintenance of relevant instruments, equipment and facilities is optimal.
- Participate in relevant approved research projects if required.
- Attend and participate in seminars and continuing education programs within the Department and externally.
- Work any current or future shifts or rosters.
- Work at any Austin Pathology site.
- Abide by Austin Health corporate policies and practices as varied from time to time.
- Participate in Austin Health performance appraisal program as required.
- Undertake not to reveal to any person or entity any confidential information relating to patients and employees, policies, processes and dealings and not to make public statements relating to the affairs of the Medical Centre without prior authority of the Chief Executive Officer.
- Participate in the emergency incident response activities, as defined within the Emergency Response Manual, as and when required, at the director of management.

### **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

## **Selection Criteria**

### **Essential Knowledge and skills:**

- Bachelor of Laboratory Medicine degree, or alternative/equivalent science degree recognised by AIMS, AACB, AAM, ASC, ASM
- Demonstrated ability as a cytology screener or experience in Surgical cut-up and IHC as well as general Histology.

- Good communication skills.
- A commitment to continuing education.
- Demonstrated ability to cope with continuous change.
- A strong work ethic.
- Ability to prioritise and cope with stressful and emergency situations.
- Ability to work with minimal supervision and in a team situation.

**Desirable but not essential:**

- Strong IT skills

## General Information

### Austin Health is a Child Safe Environment

Austin Health is committed to child safety. We want children to be safe, happy and empowered. We support and respect all children, as well as our staff and volunteers. Austin Health has zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously in line with legal obligations and our policies and procedures.

### Equal Opportunity Employer

Applications from Aboriginal and Torres Strait Islanders are encouraged to apply. For more information about working at Austin Health, please follow this link to Austin Health's Aboriginal Employment website:

<http://www.austin.org.au/careers/Aboriginalemployment/>

## Document Review Agreement

<b>Manager Signature</b>	
<b>Employee Signature</b>	
<b>Date</b>	