

Position Description

Occupational Therapist Grade 1

Classification:	Grade 1 Occupational Therapist
Business unit/department:	Allied Health / Occupational Therapy
Work location:	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input checked="" type="checkbox"/> Royal Talbot Rehabilitation Centre <input checked="" type="checkbox"/> Other <input type="checkbox"/> (please specify)
Agreement:	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026
Employment type:	Fixed-Term Full-Time
Hours per week:	38
Reports to:	Grade 2 Senior clinician OT
Direct reports:	Nil
Financial management:	Budget: N/A
Date:	June 2026

Austin Health acknowledges the Traditional Custodians of the land on which Austin Health operates, the Wurundjeri Woi Wurrung People of the Kulin Nation. We pay our respects to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples.

Position purpose

The Grade 1 occupational therapist will join a varied and supported rotation program that builds skill in acute, subacute, out-patient hand therapy and community rehabilitation in any of the three main sites of Austin Health. They play a vital role in delivering excellent clinical care to patients, with the support of their team. A typical day will see you:

- Delivering evidence-based clinical care: Under the guidance of your team, you will support best practice care by completing person-centred assessments, intervention and complex discharge planning
- Collaborate with a multi-disciplinary team: refine your communication and team-working skills to promote positive patient outcomes
- Participate in quality supervision and training: Formal and point-of care supervision, teaching and training will routinely be offered to you by your team

- Contribute to a positive workplace culture where staff enjoy engaging in social and wellbeing initiatives
- Contribute to continuous improvement: Collaborate on research, quality improvement or clinical education initiatives your service area, under the guidance of a leadership team that pushes boundaries to deliver exceptional patient care

About Occupational Therapy

This position is based within Austin Health's Occupational Therapy Department. This department forms part of the Division of Allied Health, which comprises the following services:

- Allied Health therapies: Physiotherapy, Social Work, Speech Pathology, Occupational Therapy, Nutrition and Dietetics, Orthotics & Prosthetics, Podiatry, Clinical and Neuropsychology (Royal Talbot site) and Creative and Leisure Services
- Tracheostomy Review and Management Service
- Spiritual Care
- Language Services
- Ngarra Jarra (Aboriginal Health) Program
- Disability Liaison Officer Program
- Ability@Austin

The Occupational Therapy department is committed to promoting the highest levels of Occupational Therapy service for our patients. In realising this goal, the department will lead and excel in research, teaching and the use of person-centred evidence-based practice.

The Department provides services on all three campuses of Austin Health, across all Divisions. The department provides care across the continuum from the Emergency Department through bed-based services and ongoing ambulatory care, including NDIS service provision.

The clinician employed in this position reports to their grade 3 or grade 4 stream leader and may be expected to travel across campus as required. They will adopt a flexible approach to clinical caseload management and the provision of care during periods of planned and unplanned leave.

There are 5 streams that make up the Occupational Therapy department, as listed below, each stream is led by a grade 4 Stream lead.

Outpatients- Heidelberg Repat Hospital

Acute- Austin Hospital

Aged care- Heidelberg Repat Hospital

Rehabilitation- Royal Talbot Hospital

Better@Home- Austin Hospital

Position responsibilities



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Role Specific

Clinical expertise

- Manage an individual clinical caseload and support their service area to meet their clinical demands by taking on the caseload of others as needed
- Support senior OT staff to deliver a high-quality service within a clinical team of care within the context of departmental and Austin Health aims, priorities and strategic plan
- Apply Occupational Therapy principles to a diverse range of conditions in order to determine appropriate treatment options and discharge plans
- Builds effective relationships with staff, colleagues and service providers to ensure optimal outcomes for patients
- Support senior OT staff to ensure the standard of the discipline services provided within the clinical stream are world's best practice and are based on latest available evidence and expert opinion
- Undertake and model evidence-based practice principles and interdisciplinary care
- Attend team meetings / ward rounds as per unit protocols / procedures
- Provide ongoing analysis, review and evaluation of the services provided to patients as requested by stream leader or OT manager
- Strive towards continuous improvement, by initiating, participating and continuously evaluating the quality and outcomes of service design and intervention

Safety, quality and risk

- Ensure safe work practices and environment in accordance with Austin Health Policies as varied from time to time
- Ensure personal compliance with mandatory training requirements
- Support senior staff to develop, implement and monitor goals and objectives, policies and improvement projects regarding clinical practices, service delivery and administration of clinical services
- Ensure incident management systems are applied and a response to local issues and performance improvement occurs; ensure the risk management system is functional

Continuous growth and learning

- Contribute to a team environment which promotes a positive culture, opportunity for learning and development, safety and welfare of employees and role model behaviours that support this environment



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- Ensure processes and practices are in place to maintain high quality patient care
- Support student placements and provide input to the clinical education lead for OT to ensure Austin Health maintains its reputation for outstanding student education
- Ensure a high level of work quality for yourself and the team by monitoring work performance and modifying practices as necessary to ensure clinical care is in line with agreed standards.
- Engage in professional development opportunities within the designated area in line with individual PRDs, and the strategic objectives of the department and organisation
- Participate in regular supervision with supervising staff and complete annual PRD

Research

- Support the culture of the OT department that strives for continuous improvement to deliver the best possible care for our patients
- Support the implementation of research projects pertaining to the relevant area of clinical expertise as part of the departmental research program
- Promote and role model behaviours that support the culture of scientific activity, providing support and education for others in the department to identify and undertake research, presentation and publications

Selection criteria

Essential skills and experience:

- Current drivers license

Clinical expertise

- Demonstrated clinical skills and awareness of OT clinical practices in a relevant healthcare system
- Demonstrated commitment to evidence-based practice and ability to translate this into practice

Attributes and abilities

- Demonstrated interpersonal skills that promote team engagement and best outcomes for patients and colleagues
- Demonstrated ability to prioritise tasks effectively to meet deadlines, self-manage competing demands and an awareness of when to seek assistance if required



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- High level written and verbal skills

Continuous growth and learning

- Demonstrated ability to undertake professional supervision to enhance practice
- An ability to employ innovative problem solving to clinical and non-clinical matters
- A commitment to Austin Health values: Our actions show we care, we bring our best, together we achieve and we shape the future

Desirable but not essential:

- Experience working in a public health setting
- Demonstrated awareness of the NDIS and synergies with the public health system

Professional qualifications and registration requirements

- Bachelor's degree (or higher) in Occupational Therapy
- Current registration with AHPRA

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



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- 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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