

Position Description

Intern – Prevocational PGY1

Classification:	Hospital Medical Officer
Business unit/department:	Medical Workforce Unit (MWU)
Work location:	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)
Agreement:	AMA Victoria - Victorian Public Health Sector - Doctors in Training Enterprise Agreement 2022-2026
	Choose an item.
	Choose an item.
Employment type:	Full-Time
Hours per week:	38 hours base - or as per unit roster
Reports to:	Unit Heads and Consultants, and Chief Medical Officer through the MWU
Direct reports:	Nil
Financial management:	Budget: Nil
Date:	June 2025

About Austin Health

Austin Health is one of Victoria’s largest health care providers. We deliver services for patients across four main sites in Melbourne, in locations across our community, in people's homes, and within regional hospitals across Victoria. We are an internationally recognised leader in clinical teaching, training, and research, with numerous university and research institute affiliations.

We employ approximately 9,500 staff and are known for our specialist work in cancer, infectious diseases, obesity, sleep medicine, intensive care medicine, neurology, endocrinology, mental health, and rehabilitation.

Our vision is to shape the future through exceptional care, discovery, and learning. This is supported by our values which define who we are, shape our culture and the behaviours of our people.

We aim to provide an inclusive culture where all staff can contribute to the best of their ability and strive to develop further. We recognise that our people are our greatest strength. We want them to thrive, be their best selves and feel engaged, safe, and empowered. To achieve this, diversity and inclusion is essential to our culture and our values. You can view our Diversity and Inclusion Plan [here](#).

Environmental sustainability is part of Austin Health's strategy and day-to-day care. We are committed to acting on climate change by embedding sustainable models of care across the organisation and working toward net zero emissions by 2040. Staff are encouraged to contribute to practical improvement initiatives that reduce waste and emissions while maintaining excellent patient outcomes through evidence based clinical care, Better Care Everywhere and Choosing Wisely Principles. Our Strategy and Vision can be found [here](#)

About the Directorate/Division/Department

Austin Health is a major training service for doctors at all stages in their career and specialises in advanced vocational training in most of these specialties, with a central academic role with most Medical Colleges.

The Australian Medical Council (AMC) has developed a revised National Framework for Prevocational Medical Training (National Framework) for implementation in all states and territories in Australia.

The National Framework aims to provide a generalist longitudinal experience for prevocational training that is consistent nationwide.

We will recruit 65 enthusiastic Interns for 2027. During internship and your PGY2 year you will be exposed to a wide variety of exciting rotations. All roster planners will meet the core requirements of the National Framework for Prevocational Medical Training. Prevocational PGY1 Interns can expect to receive a comprehensive 5-day orientation and weekly protected intern education sessions, Grand Rounds, Case of the Week Discussions, diverse clinical settings, and unique learning opportunities.

We have excellent facilities, many research opportunities and friendly supportive staff focused on making your internship and PGY2 years fulfilling and rewarding.

Position responsibilities

Role Specific

- Under the guidance of senior medical staff participate as required in the admission, management and safe discharge of patients of assigned unit
- Work collaboratively as a team member with senior medical staff, junior medical staff, nursing and other staff to provide efficient, safe and quality care
- Facilitate excellent communication and liaison with other staff, general practitioners and others involved in patient care
- Complete appropriate documentation in the patient's hospital record. Entries should be legible, timely, regular and comprehensive so as to document important changes or decisions, and ALL entries must be dated, designated and signed.
- Communicate clearly and simply with patients, their families and carers, the basis of diagnosis, course of disorder and proposed treatment options in a way that ensures understanding and empowers involvement in decision making about their care
- Participate in relevant Unit quality activities, programs and rosters as requested. Sustainable Quality Improvement is integrated within this framework and supports safe, high-value patient care.
- Attend and participate in mandatory training requirements and in any formal education and



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training program coordinated by assigned Unit or the Hospital

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 principles of patient centered 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.

Selection criteria

Essential Knowledge and skills:

- A commitment to Austin Health values.
- Appropriate tertiary medical qualification.
- Provisional Registration (or eligibility for provisional registration) with the Australian Health Practitioner Regulation Agency (AHPRA) of Australia.
- Dedication to delivering excellent service – to patients, all colleagues (nursing, medical, managerial, support staff), GPs and other contact points.

Desirable but not essential:

- A sound understanding of information technology including clinical information systems
- Interest in quality improvement and contributing to initiatives that improve safe, high-value patient care

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.



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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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