

Position Description

Laboratory Haematologist

Classification:	HN19 – HN59
Business unit/department:	Laboratory Haematology – Austin Pathology
Work location:	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input checked="" type="checkbox"/> (Bendigo Hospital)
Agreement:	AMA Victoria - Victorian Public Health Sector Medical Specialists Enterprise Agreement 2022-2026
Employment type:	Part-Time
Hours per week:	32
Reports to:	Director of Laboratory Haematology
Direct reports:	N/A
Financial management:	N/A
Date:	August 2025

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

This is a part-time position to provide two-day a week cover at Bendigo Health. Two further days are based at the main laboratory at Heidelberg.

About the Directorate/Division/Department

Austin Pathology is located on Levels 3, 5 and 6 of the Harold Stokes Building, and on Level 5 of the Lance Townsend Building. Austin Pathology comprises 34 full and part-time pathologists, 11 registrars/fellows, medical scientists, laboratory technicians and administrative Staff.

The Austin Pathology service is comprehensive, and consistent with the needs of a university tertiary teaching hospital, and the strategic directions of Austin Health. High volume tests and most complex low volume testing are performed at the Austin Hospital.

Some point of care and complex testing is performed at the Heidelberg Repatriation Hospital. The service also operates in the community as Austin Pathology™, supported through a number of

outreach facilities and a substantial courier service. Austin Pathology also provides specialised testing to a number of external clients including other public and private pathology laboratories. Since 2005, Austin Pathology has been providing a pathology service for Mercy Hospital for Women. Austin Pathology also now provides pathology services to Goulburn Valley Health in Shepparton, Echuca Regional Health, Swan Hill Health and Mildura Base Public Hospital, with Austin Pathology laboratories at each of these four external sites.

In addition to those four regional laboratories, Austin Pathology provides point-of-care testing and transfusion services to a number of regional hospital (but where Austin Pathology does not have a laboratory on site). These other regional sites include: Kyneton, Castlemaine, Seymour, Kyabram, Nathalia, Numurkah, Kerang, Ouyen, Boort, Sea Lake and Cobram and Cohuna.

Pathologists at Austin Pathology, based at Austin Hospital, may be required to visit those external Laboratory sites and/or point-of-care/transfusion sites, to provide haematology pathologist oversight, as required by the Director Laboratory Haematology, and to satisfy NPAAC obligations.

The Austin Pathology service is managed by the Pathology Executive which includes the General Manager Operations of Austin Pathology, & Medical Director of Austin Pathology, , the Pathology Business Manager and the Director Laboratory Haematology, the Director of Microbiology, the Director of Immunopathology, the Director of Chemical Pathology, and the Director of Anatomical Pathology. This group is responsible for both the service and business aspects of Pathology, and is directly responsible to the CMO and CEO of Austin Health.

The Austin Pathology service plays a major role in providing teaching and research expertise and facilities to Austin Health and the wider community. Formal lectures, tutorials, seminars and job training are provided to both post graduate and undergraduate students from The University of Melbourne and RMIT. In-house research and development, collaborative projects and clinical trials make up the bulk of the research activities.

The Austin Laboratory Haematology Department is an accredited advanced training site for the RCPA and RACP. Currently, there are four laboratory haematology advanced trainee registrar positions here. Consultant laboratory haematologists have direct and significant responsibility in providing that advanced training to our laboratory haematology registrars, and to assist them in their preparations for the Part I and Part II examinations in haematology; along with the other formal advanced training requirements (e.g. DOPS, MOPS, etc.).

The Pathology Executive encourages and fosters research within Austin Pathology according to the Research and Development Policy of the Austin Pathology service. All projects conducted within Austin Pathology, or using any Austin Pathology resources, are reviewed by the relevant Research Reference Group before being considered by the Pathology Executive for approval. No research or development is to be conducted without the approval of the Pathology Executive. Laboratory haematologists are encouraged and expected to promote and undertake research projects, and that will result in medical journal publications.



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Position responsibilities

All Pathologists should be competent in the following areas:

1. Discipline specific functions of the pathologist as medical specialist in the laboratory
 - a. Selection, accession, management and processing of specimens
 - b. Production of laboratory data
 - c. Storage, retrieval and analysis of laboratory data
 - d. Accessing sources of information
 - e. Developing an opinion
 - f. Communicating an opinion
 - g. Monitoring patient progress
2. Functions of the pathologist as a manager in the laboratory
 - a. Quality control
 - b. Laboratory safety
 - c. Compliance with legislation
 - d. Human resource management
 - e. Financial responsibility
3. Other Professional functions of a pathologist
 - a. Developing new knowledge through research
 - b. Undertaking self-education and continuing professional development
 - c. Educating colleagues, staff, patients and families
 - d. Providing data for planning and evaluation
4. Generic processes employed by the pathologist
 - a. Quality assurance
 - b. Patient safety
 - c. Ethics and confidentiality
 - d. Communication
 - e. Collaboration
 - f. Accessing information for education and research
5. Teaching, training and research:
 - a. Contribute to the supervision, education and training of junior medical, nursing and other clinical staff, including participating in their performance appraisal and feedback processes.
 - b. Participate in both undergraduate and postgraduate teaching activities.
 - c. Commitment to facilitate, conduct and participate in clinical and/or basic research.
 - d. Participate in the auditing and review of clinical and laboratory practices to improve clinical outcomes.

Role Specific:

Laboratory Haematologists will be competent in the following areas:

As a medical specialist in the haematology laboratory, experienced haematologists use their expertise in morphology, cytopathology histopathology, selection, reporting and use of ancillary tests, such as flow cytometry and molecular and cytogenetics, interpretation of coagulation and haemoglobin and other special studies for diagnosis, and performing clinical liaison duties such as providing



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laboratory advice for management of patients with haematological and other disorders. This role also includes participation in the on-call roster, covering all sites.

Roles specific to the Austin Pathology laboratory at Bendigo Health:

- Triage and perform bone marrow biopsies booked on weekly bone marrow biopsy lists, as well as perform urgent requests for bone marrow biopsies during the week as required, in discussion with the clinical haematology unit and laboratory staff
- Assist the laboratory manager and staff to initiate and undertake quality and service improvement activities
- Supervise the laboratory and participate in laboratory staff training and educational activities
- Participate in regular clinical activities such as Standard 7 blood management committees and multidisciplinary meetings, and participate in meetings with other clinical departments and relevant stakeholders as required
- Provide laboratory advice to clinicians and assist with clinical liaison between laboratory staff and hospital staff
- Assist with routine blood film and bone marrow reporting, and other laboratory reporting activities as clinically required
- Effective communication and handover with laboratory staff at the main Heidelberg laboratory
- Participation in the Laboratory Haematology on-call roster, covering all sites.

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 by following organisational safety, quality & 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-centred care.
- Comply with requirements of National Safety & Quality Health Service Standards and other relevant regulatory requirements.
- Comply with Austin Health mandatory training and continuing professional development requirements.
- Work across multiple sites as per work requirements and/or directed by management.

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.



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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 Royal College of Pathologists of Australasia (Haematology) or equivalent.
- Have appropriate training and experience applicable to the field of laboratory haematology
- 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

- Current Fellowship of the Royal College of Pathologists of Australasia (Haematology) or equivalent.
- Must be a registered Medical Practitioner in Australia with the Australian Health Practitioner Regulation Agency (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.



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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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