

Position Description

Cardiac Physiologist

Classification:	Grade 4
Business unit/department:	Cardiac Diagnostics
Work location:	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
Agreement:	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026 Choose an item. Choose an item.
Employment type:	Full-Time
Hours per week:	40 hours (38+ADO)
Reports to:	Chief Cardiac Physiologist
Date:	December 2025

Position purpose

Perform the duties of this position professionally and efficiently to the standards of the department, including participating in Austin Health's performance appraisal and quality improvement programs.

Demonstrate a comprehensive understanding and perform a range of Cardiac diagnostic tests
Maintain high standards of technical practice and patient care.
Develop expert skills in all aspects of cardiac technology

About the Directorate/Division/Department

The Department of Cardiology is located on Level 5 at the Austin Hospital Campus. Clinical and administrative activities occur on Level 5 at the Austin Tower and Harold Stokes Building. Medical staff comprises 31 cardiologists, 4 advanced trainee cardiology registrars, 3 medical residents, 4 sub-specialty fellows and 1 higher-degree research fellow.

The Cardiology department provides an extensive range of cardiac services to inpatients and outpatients. These services include outpatient consultations, echocardiography, non-invasive testing

(ECG, Holter monitoring), coronary angiography and percutaneous intervention for coronary and non-coronary applications (congenital and valvular), electrophysiological testing and ablation and device implantation (pacemaker, ICD). The department provides 24-hour cardiac catheterisation laboratory services for acute myocardial infarction. In-patients are managed predominantly in the 30-bed Cardiac and Thoracic Unit on Ward 5 East.

The department has links to the University of Melbourne and a major involvement in teaching, training and research at under-graduate and post-graduate levels for both nursing and medical staff.

The department has a 2 full time Cardiac Physiology Educators who are responsible for education and training of staff.

Position responsibilities

The Grade 4 Cardiac Physiologist Clinical Educator is a proven expert with sound knowledge and performance.

Role Specific:

Educational Responsibilities

- Supervise and support both trainees and cardiac physiologists undergoing postgraduate studies and qualifications
- Develop and coordinate the ongoing education program with the cardiac diagnostic education team
- Implements strategies to provide comprehensive orientation to the cardiology department and roles
- Provide and participate in education opportunities both formally and informally
- Provide timely performance feedback, positive recognition, coaching and guidance
- Organise and participate in approved research projects

Key Performance Indicators:

- Provision of department education program
- Participate in formal and informal performance review
- Undertake timely review of existing practice, local policies and procedures to ensure best practice outcomes
- A formal cardiac diagnostic orientation program

Delivering High Quality Patient Care

- Assist with procedures in the cardiac catheter laboratory both independently and as part of training of junior physiologists
- Continuous review of existing practices and policies according to evidence-based practice to minimise adverse patient outcomes
- Assist the leadership team to communicate a positive vision for change supporting others through the change process
- Contribute to creating a team environment, which promotes a positive culture

Key Performance Indicators:

- Participate in the cardiac catheter laboratory roster and on call service
- Liaise with members of staff (medical and non-medical) as necessary to ensure a high level of performance of cardiac technical duties in the department and throughout the hospital

Interpersonal Communication, Influence and Leadership

- Work in conjunction with the leadership team to ensure excellence and efficiency in the technical services provided by the Cardiac Diagnostic Department
- Communicate information and expectations in a way that builds effective and collaborative working relationships with others



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- Attend, participate and lead various Departmental meetings Actively supports the effective management of the department's budget within targets and timelines
- Display an ability to analyse situations and make appropriate decisions in a timely manner that meets the needs of patients, staff and organisation
- Liaise closely with medical staff including referring physicians, and other associated personnel including representatives of medical supplies
- Provides cover, as required for the Chief Cardiac Physiologist

Key Performance Indicators:

- Demonstrate an ability to make effective timely decisions
- Demonstrate integrity by building trust and mutual respect between self, colleagues and stakeholders
- Demonstrate and contribute to the departments strategic planning and resource utilisation

Managing Performance

- Act as a leader demonstrating and modelling exemplary professional conduct
- Clearly communicate clinical and behavioural expectations
- Assists with the human resources requirements including daily staffing, rostering and attendance management
- Demonstrate comprehensive understanding of principles of cardiac technology and the results generated
- Independently perform high quality recordings requiring extensive expertise and use appropriate judgement when acting on findings
- Assist the Cardiologist with pacemaker/ICD implants and Electrophysiology studies
- Obtain relevant patient information and communicate with patients and other team members
- Maintain equipment & consumable stock
- Participate in ongoing education, including Journal Club presentations
- Participate in on call roster as required

Key Performance Indicators:

- Provide timely performance feedback, coaching and guidance as needed
- Actively assists the Chief Cardiac Physiologist to implement projects, processes and systems
- Manage own time efficiently and effectively in line with key priorities for the unit o Actively participates in committees and projects that contribute to the organisations objectives and disseminates outcomes/key issues to unit staff
- Ensure all staff complete an annual performance review and development

Quality, Safety & Risk Orientation

- Intervene in a timely manner if values are breached in the workplace
- Ensure safe work practices and environment in accordance with Austin Health Policies.
- Identify opportunities for process redesign and supports staff in the implementation of redesign projects and activities
- Liaise closely with medical staff including referring physicians, and other associated personnel including representatives of medical supplies

Key Performance Indicators:

- Maintain associated logbooks, databases and generation of interim reports as required
- Ensure all technical equipment is in safe working condition, regularly inspected and serviced and report any malfunctioning equipment, Instigate necessary steps for repair/replacement in liaison with the Biomedical Engineering Department
- Actively participate in interdisciplinary committees and working parties locally and organisation wide as required
- Participate in the emergency incident response activities

Self-Management (Emotional Intelligence)

- Demonstrate a positive attitude to the agreed role and responsibility of position
- Maintain and update own professional development portfolio to demonstrate an ongoing commitment to learning and best practice
- Participate in ongoing education, including Journal Club presentations



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- Adapt working style as appropriate to achieve effective outcomes
- Invite and assimilate feedback from others by active participation in own performance review process

Key Performance Indicators

- Reflect on practice in line with Austin Health values and applies these when interacting with others
- Recognise and understands own emotions and reactions to situations.
- Appropriately and effectively articulates feelings and opinions.
- Perceive and understands the emotions of others.
- Actively engage in ongoing self-development.
- Abides by Austin Health corporate policies and practices.

Selection criteria

Essential skills and experience:

Documented ability to demonstrate experience in:

- A commitment to Austin Health values
- Previous extensive experience as a cardiac physiologist in cardiac catheter laboratory, pacing & electrophysiology
- Pacemaker / ICD clinic experience
- Participating in Electrophysiology studies
- Sound knowledge and performance in all technical aspects of cardiac physiology
- Demonstrate a commitment to ongoing professional development
- Evidence of previous experience in the field
- Commitment to a high standard of patient care
- Ability to prioritize conflicting workload requirements
- Ability to work both independently and in a team environment
- Demonstrate initiative and enthusiasm

Desirable but not essential:

- A sound understanding of information technology including clinical systems, applications relevant to the management of rostering and risk management reporting as required for the role and/or department.
- Certificate 4 in Education and Training or equivalent.
- Previous experience mentoring and training staff.
- Previous experience in a leadership position.



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Professional qualifications and registration requirements

- Bachelor of Science or Bachelor of Applied Science in a relevant field and / or Certificate in Advanced Cardiac Technology
- Certificate in Advanced Cardiac technology or equivalent
- IBHRE +/- CEPIA or equivalent
- PiCSA /ACCP membership

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 the 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.



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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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