

Austin Health Position Description



Position Title: Speech Pathologist Grade 2

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| Classification: | VW1-4 |
| Business Unit/ Department: | Speech Pathology |
| Agreement: | Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026 |
| Employment Type: | Fixed-Term Full-Time |
| Hours per week: | 40 with monthly ADO |
| Reports to: | Manager, Speech Pathology |
| Direct Reports: | Nil |
| Financial management: | Nil |
| Dates: | 06/01/25 – 30/06/2025 |

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 to change healthcare for the better through world class research, education and exceptional patient care.

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

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

- To provide Speech Pathology assessment and management of communication and swallowing difficulties to patients of Austin Health
- To perform the duties of this position efficiently to the standards of the department and the organisation

About Speech Pathology

This position is based within the Speech Pathology Department. This department forms part of the Division of Allied Health. The Division of Allied Health comprises the following:

- **Allied Health** – Physiotherapy, Social Work, Speech Pathology, Occupational Therapy, Nutrition and Dietetics, Orthotics & Prosthetics, Clinical and Neuropsychology (Royal Talbot site) and Creative and Leisure Services
- **Pastoral Care**
- **Language Services**
- **Tracheostomy Review and Management Service**

The Speech Pathology Department is committed to providing a comprehensive and innovative service to clients with communication and/or swallowing disorders. In realising this goal, the department will lead and excel in research, teaching and the use of evidence-based practice.

The Speech Pathology Department provides services on all three campuses of Austin Health, across all Clinical Service Units (CSU). The department offers acute adult inpatient, adult rehabilitation and paediatric and outpatient services. Speech Pathologists also work in specialist multidisciplinary services, including the Developmental Assessment Program (DAP), the Voice Analysis Clinic (VAC), the Memory Clinic, the Swallowing and Nutrition Clinic, and the Tracheostomy Review and Management Service (TRAMS).

This Grade 2 Speech Pathologist will work closely with other Speech Pathologists and support staff working at Austin Health. This position will rotate across sites and workloads at the Austin Hospital, Heidelberg Repatriation Hospital and Royal Talbot Rehabilitation Centre. The Speech Pathologist employed in this position reports to the Manager of Speech Pathology and is expected to travel across campus as required

Purpose and Accountabilities

Clinical

- Provide assessment and management of inpatients on nominated wards with communication and swallowing disorders independently, including participation in a weekend roster when required.
- Provide cover for other clinicians as required on either campus
- Identify patients who require objective assessment of swallowing via videofluoroscopy and/or FEES
- Advise family and team members regarding the patient's communication/swallowing disorders, prognosis and management

- Participate in ward, team and family meetings as required
- Make appropriate recommendations/referrals for further management in the community
- Maintain required clinical records
- Enter referrals and reviews into Cerner to assist with handover and to collect activity data
- Advise the Speech Pathology Manager of appropriate equipment for service and use
- Provide input into discussions regarding goals and objectives for programs and the department
- Abide by Austin Health corporate policies and practices as varied from time to time
- Perform other activities as requested by the Speech Pathology Manager
- 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 Austin Health without prior authority of the Chief Executive Officer.

Quality and Safety

- Ensure a high level of work quality, develop, implement and monitor quality improvement activities within the department/ward, in accordance with Austin Health policies as varied from time to time.

Professional Development

- Maintain a high standard of knowledge by participation in relevant professional development activities
- Participate in department performance appraisal, supervision and Professional Development Planning process

Teaching and Training

- Provide education and training to other health professionals, students and others both within the organisation and externally, where appropriate, on issues pertaining to Speech Pathology

Occupational Health and Safety

- Adhere to Occupational Health and Safety procedures including infection control within the department and Austin Health and to practise these at all times with patients
- Actively participate in the ongoing identification, assessment, treatment and prevention of risks.
- Participate in the emergency incident response activities, as defined within the Emergency Response Manual, as and when required, at the direction of management

All Employees

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on the intranet
- Participate in Austin Health's annual Performance Review and Development (PRD) program as required.
- Engage in processes to monitor service delivery and participate in improvement activities.
- Undertake not to reveal to any person or entity any confidential information relating to patients, employees, policies, and processes and do not make public statements relating to the affairs of Austin Health without prior authority of the Chief Executive Officer

- Report incidents or near misses that have or could have impact on safety - participate in identification and prevention of risks.
- Participate in the emergency incident response activities as directed
- Comply with the Code of Conduct

Selection Criteria

Essential knowledge and skills:

- A commitment to Austin Health values
- Approved degree in Speech Pathology or equivalent and eligible for certified practising membership of Speech Pathology Australia
- Experience in the assessment and management of patients with a wide range of neurological and medical diagnoses
- Experience in the assessment and safe management of dysphagic patients with varying aetiologies
- Ability to identify appropriate clients who would benefit from instrumental swallowing assessment
- Demonstrated ability to work independently
- Demonstrated flexibility and independence in caseload management, in particular an ability to manage a busy and varied caseload
- Strong organisational and time management skills
- Ability to function effectively as a team member
- Demonstrated commitment in maintaining up to date knowledge of current literature
- Effective written and verbal communication skills
- Demonstrated initiative and openness to communicate and discuss ongoing clinical issues and decisions with other department members

Desirable but not essential:

- Experience in the management of ENT/laryngectomy patients
- Knowledge and experience in the assessment and management of dysphagic patients, including videofluoroscopy and FEES
- Experience with the management of patients with tracheostomy and ventilation
- Demonstrated evidence of professional initiatives over the past twelve months
- Demonstrated ability to recognise, analyse and manage conflict in a complex working environment
- Experience in the supervision of students

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

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| Manager Signature | |
| Employee Signature | |
| Date | |