

Position Description

Deputy Director, Victorian Respiratory Support Service (VRSS)

Classification:	Medical Specialist
Business unit/department:	Department of Respiratory and Sleep Medicine
Work location:	Austin Hospital ☒ Heidelberg Repatriation Hospital ☐ Royal Talbot Rehabilitation Centre ☐ Other ☐ (please specify)
Agreement:	AMA Victoria - Victorian Public Health Sector Medical Specialists Enterprise Agreement 2022-2026
	Choose an item.
	Choose an item.
Employment type:	Part-Time
Hours per week:	8
Reports to:	Director, Victorian Respiratory Support Service
Direct reports:	
Financial management:	Budget: Nil
Date:	October 2025

Austin Health acknowledge the Traditional Custodians of the land on which Austin Health operates, the Wurundjeri 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 Deputy Director of VRSS reports to the Director of VRSS, also working closely with the Director of Respiratory and Sleep Medicine and the responsible Divisional manager. Together the Director and Deputy Director of VRSS and Divisional manager will work collaboratively to develop and execute strategic and operational plans, including activities, targets, resource allocation and quality programs to ensure high quality, safe care for clients of the VRSS, statewide.

This is a senior medical leadership position and carries with it the professional responsibilities of clinical leadership, teaching, training and research (including quality and safety) as well as administrative requirements.

This role will be held in conjunction with an additional clinical appointment within the Department of Respiratory and Sleep Medicine / VRSS

About the Department of Respiratory and Sleep Medicine

The position is within the Department of Respiratory and Sleep Medicine at Austin Hospital, Austin Health; a major public teaching hospital and tertiary referral centre associated with The University of Melbourne. The Department includes a busy 22 bed inpatient ward (Ward 5 West) located on level 5 of the Austin Tower and a dedicated ventilation weaning bay and 2 inpatient sleep study beds. Specialist clinics include multidisciplinary lung cancer, allergy, pulmonary hypertension, sleep disorders and ventilatory failure. The Department runs the state-wide Victorian Respiratory Support Service, providing a state-wide service to persons diagnosed with chronic ventilatory failure who require support with home ventilation. The Victorian Weaning Unit (VWU) state-wide service provides support to other health services by accepting referrals of patients who are slow to wean from ventilation. The allied Department of Thoracic Surgery is the largest of its type in Australia and is a statewide referral service for thoracic oncology.

A comprehensive diagnostic investigation service is offered including a respiratory laboratory and two sleep laboratories. A comprehensive domiciliary oxygen service is also provided, including supervision of services to all veterans in Victoria requiring home oxygen.

The Department of Respiratory and Sleep Medicine has a strong research and teaching ethic and has close links with the Institute of Breathing & Sleep (IBAS) which is also located on the Austin Hospital site.

Position responsibilities

- In conjunction with the VRSS Director, assist in oversight of all aspects of the Victorian Respiratory Support Service including clinical (inpatient, outpatient and outreach), laboratory, teaching, quality and research activities and service development.
- In conjunction with the VRSS Director, provide oversight of statewide VRSS clinical activities, including clinical liaison and consultation for community clients and patients attending other health services, including paediatric transition
- Management of acute implementation of ventilatory assistance, care of long-term patients, respite and outreach patients.
- Integration of VRSS activities with other streams of activity with Respiratory and Sleep Medicine including the acute respiratory inpatient service and the Sleep Disorders Service, and with other departments of the Austin including Intensive Care Unit, Spinal Unit and Emergency Department.
- Participate in the setting, implementation and evaluation of VRSS policies and procedures.
- Provide comprehensive ventilatory and tracheostomy management of inpatients and outpatients.
- Represent the VRSS and TRAMS teams and Austin Health at relevant forums to discuss patient issues, outcomes and future directions for the service. .
- Participate in on-call service as required.
- Provide a consultative service to other Units as required.
- Attend family meetings and other meetings required for the management of VRSS patients
- Demonstrate a commitment to working as a team member with peer medical, resident, nursing, allied health and other staff to provide efficient, safe and quality care across the continuum.

Credentialing and Scope of Clinical Practice



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Core Scope of Clinical Practice – Respiratory and Sleep Medicine Specialist Physician. This only applies to practice at Austin Health and its campuses/services.

1. Investigate and manage patients presenting with common respiratory symptoms and problems
2. Identify less common respiratory problems
3. Apply and interpret diagnostic investigations commonly used in the management of respiratory conditions
4. Describe the indications, benefits, risks and clinical processes of interventions used in the management of common respiratory conditions and acquire proficiency in performing these procedures
5. Diagnose and manage a range of respiratory conditions
6. Manage acute respiratory failure and medical emergencies (determined by completion of an appropriate course in advanced life support)
7. Diagnostic Bronchoscopy
8. Performing Sleep Studies
9. Lung function testing
10. Respiratory Physicians working in Sleep Medicine should be competent in the following areas: investigate and manage patients presenting with common sleep symptoms and problems; identify less common sleep problems; apply and interpret diagnostic investigations commonly used in the management of sleep disorders; recognise the indications, benefits, risks and clinical processes of interventions used in the management of common sleep disorders and be proficient in performing these procedures; and diagnose and manage a range of sleep disorders.

This will be assumed if the Respiratory Physician has a Fellowship of the Royal Australasian College of Physicians in Respiratory and Sleep Medicine or equivalent and an ongoing continuous practice in this specialty.

Extended Scope of Clinical Practice – Procedures, therapies and competencies that a Fellow from the respective specialist medical college would be competent in practicing after additional training, qualifications and experience as determined by the Director/Head of Unit.

The Director/Head of Unit is expected to apply guidelines from the respective specialist medical college and/or appropriate state, national and international bodies. Where guidelines are not explicitly available, the Director/Head of Unit must apply 'best-practice' principles to ensure safe clinical care.

1. Interventional Bronchoscopy (including stenting)
2. Endobronchial Ultrasound
3. Ultrasound Guided Pleural Aspiration

Emergency/Life threatening situation – In a medical emergency situation, any medical staff member who is credentialed at Austin Health is permitted to provide necessary patient care, as best able, and outside their defined scope of clinical practice in order to provide life-saving measures and/or to prevent serious harm.

Please note – Recognising the dynamic and rapidly advancing nature of medical practice, if you believe a novel competence, practice or procedure should be included within your specialty's scope of clinical practice, please speak to your Head of Unit and refer to the 'Introduction of a New Technology / Clinical Practice' policy on the HUB (<http://eppic//Document/1193>).

For general accreditation the following need to be satisfied

- Demonstrated continuing professional development
- Regular attendance at audit



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- Participation in one or more of the following
 - Teaching or research
 - Organising audit
 - Clinical governance
 - Other role within Austin Health but outside of the unit/specialty
 - College role

For each area where special expertise needs to be demonstrated

Some or all of the following criteria will be used to assess accreditation

- Specialist training or a specific fellowship
- Significant accumulated total experience in the field
- Recent experience (adequate number of cases per year in previous years)
- Satisfactory completion of an acceptable outside organisations credentialing requirements.

Selection criteria

Essential skills and experience:

- A commitment to Austin Health values.
- Must be a registered Medical Practitioner in Australia with the Australian Health Practitioner Regulation Agency (AHPRA), including registration as a respiratory and sleep medicine specialist
- Current Fellowship of the Royal Australasian College of Physicians or equivalent
- Have appropriate training and experience in Respiratory and Sleep Medicine
- Have training and substantial clinical experience in evaluation and management of acute and chronic respiratory failure, including laboratory investigations, non-invasive and invasive ventilation and tracheostomy care
- Demonstrated commitment to high quality patient care.
- Strong collaborative skills including working in a multidisciplinary team
- Demonstrate capability to work collaboratively across different healthcare services and with stakeholders
- Medical and team leadership skills
- Experience in clinical service development – design and implementation
- Attendance and active involvement in relevant departmental, organisational and external meetings (i.e. College, Association and National/International bodies).

Desirable but not essential:

- Research experience including project design, conduct and scientific publications
- Experience in hospital risk assessment and review of clinical incidents
- Experience in policy and procedural development
- Supervision of doctors in training

Professional qualifications and registration requirements



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- Must be a registered Medical Practitioner in Australia with the Australian Health Practitioner Regulation Agency (AHPRA), including registration as a respiratory and sleep medicine specialist
- Current Fellowship of the Royal Australasian College of Physicians or equivalent

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.
- 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



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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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