

## POSITION DESCRIPTION

# Visiting Medical Officer COVID 19 Vaccination clinic (Apply via eCredential)

Our CORE values  
Collaboration Openness Respect Empowerment



Organisation	NSW Health
Local Health District / Agency	Hunter New England Local Health District
Position Classification	Visiting Medical Officer
State Award	Public Hospital Medical Officers (State) Award
Category	Specialist Medical & Dental Practitioner   Specialist
Vaccination Category	A+
ANZSCO Code	253111 General Medical Practitioner
Website	<a href="http://www.hnehealth.nsw.gov.au">www.hnehealth.nsw.gov.au</a>

## PRIMARY PURPOSE

- Provide pre vaccination advice and support to COVID 19 vaccination clinic attendees and staff, as well as urgent post vaccination care awaiting NSW Ambulance (on site). Working with the vaccination team as part of the medical response.
- Lead the provision of a best practice, evidence based COVID 19 vaccination to NSW residents, residing in Hunter New England and to participate in the relevant teaching, training, data collection and research programs of the COVID 19 vaccination unit.

## ESSENTIAL REQUIREMENTS

Eligible for registration with the Medical Board of Australia, and/or overseas trained specialist pathways

## KEY ACCOUNTABILITIES

- Communicate and behave in ways that are consistent with the HNE Health Values and the NSW Health Code of Conduct to provide excellence in care for all clients of the Vaccination clinic.
- Ensure that work is conducted in a manner that demonstrates values of cultural respect in accordance with HNE Health's Closing the Gap strategy.
- Ensure services are provided in accordance with NSW Health risk management, safety and quality frameworks so that optimal, safe and appropriately assessed patient/client care is delivered within COVID 19 Vaccination clinic
- Promote a team work learning environment fostering collegial relationships to ensure safe, effective and efficient care

### Clinical

- Provide high quality virtual and face to face care to the high risk attendees of the COVID 19 vaccination clinic, consulting, where appropriate with specialist colleagues, to facilitate management, and appropriate vaccination with COVID 19 vaccines to residents of Hunter New England.
- Provide patient centered care by demonstrating effective clinical problem solving and judgment to address patient and staff problems, including interpreting available data and integrating information

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- Implement an effective management plan, where pre vaccination risks are identified and managed, in collaboration with the patient and the multidisciplinary team, as required.
- Ensure detailed care plans are in place and recorded, supporting timely management of the patient
- Ensure appropriate communication occurs with the vaccination clinic staff
- Effectively perform a consultation, as required when pre vaccination risks are notified
- Identify and appropriately respond to relevant ethical issues arising in patient care
- Act as a patient advocate by ensuring that the rights, safety, privacy and confidentiality of patients are maintained.
- Consult, Communicate and liaise with health care professionals within the multidisciplinary team to ensure seamless continuity of care and service for the patient that optimises outcomes
- Deliver information to a patient, colleagues and other professionals in a humane manner and in such a way that it is understandable, encourages discussion and participation in decision-making.
- Recognise and respect the diversity of roles, responsibilities and competences of other professionals in relation to their own

### Teaching

- Participate in multidisciplinary training and education, as required
- Comply with mandatory education and training for the COVID 19 vaccination clinic program

### KEY CHALLENGES

Major challenges for the occupant of the position include:

- Effectively address challenging communications issues such as obtaining informed consent, helping patients make informed decisions and addressing confusion and misunderstanding, with evidence based information.
- Achieving an optimal balance between efficiency, access, safety and effectiveness in the provision of medical services in the vaccination clinic.
- Engaging and building consensus between clinicians across a large geographical area and a diversity of organisational structures.
- Managing community expectations in regards to the delivery of vaccination services.
- Providing advice to remote vaccination hubs in HNE regarding pre vaccination concerns, "red flags".

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## KEY RELATIONSHIPS

Who	Why
Patients/Clients, their families and relevant parties (in accordance with legislation related to confidentiality and privacy)	To provide appropriate, high quality, patient centred care which meets needs and expectations in line with CORE values.
Healthcare professionals.	Provide clinical leadership, teaching and patient management; collaborate regarding patient care to enable delivery of best practice and care.
Medical administration	Liaise over administrative, contractual, remuneration and other matters to assist with the provision of efficient and effective clinical services.
HSFAC [Health Services Functional Area Controller] including the Medical Controller and Vaccination Hub Manager	For information on overarching vaccination strategy and direction and day to day management of specific local hub matters

## SELECTION CRITERIA

1. A primary Medical degree registrable with the Australian Health Professionals Regulation Agency and Fellowship of the Royal Australian College of General Practitioners (or Fellowship of the Australian College of Rural & Remote Medicine)
2. Demonstrated ability to work within a multidisciplinary team environment and participate in multidisciplinary team meetings
3. Demonstrated communication (oral and written), organisational and interpersonal skills including negotiation and influencing skills
4. Demonstrated ability to work effectively as a member of a multidisciplinary team especially during periods of high demand and activity
5. Demonstrated commitment to Excellence in patient care

## OTHER REQUIREMENTS

The role and responsibilities are to be carried out in a manner that is consistent with delegations, policies, procedures and operations systems of NSW health, and in line with the NSW Health Code of Conduct. The following specific requirements should be noted:

### Qualifications

Relevant

qualification

### Vaccination

Category A

### Workplace Culture

Model the NSW Health CORE values and the HealthShare NSW values and ensure all workplace conduct is

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consistent with the behaviours associated with those values and the NSW Health Code of Conduct.

### Finance and Assets

Work within financial constraints of the position.

### Risk Management

Undertake business unit risk planning and risk assessments, ensuring competence in risk management and assessment. Understand and abide by the organisation's risk policies, developing an understanding of the operational and risk management context, managing risk accordingly.

### Work Health and Safety

Workers have a positive duty to demonstrate commitment to safety. This includes taking reasonable care for your own safety and others, participating with consultation arrangements and complying with work health and safety legislation, policies, procedures and safety instructions.

### Workplace Diversity

Comply with and participate in the organisations workplace diversity policies and procedures.

### Training

Comply with and participate in the organisation's training programs and policies, including participation in mandatory training.

### Performance Review

A performance assessment will be conducted within three (3) months following commencement of employment. At least every twelve (12) months, a performance review will be undertaken.