

POSITION DESCRIPTION

Visiting Medical Officer - Primary Care - Sessional (32 hours per 4-week cycle) - Cessnock Correctional Complex

Our CORE values
Collaboration Openness Respect Empowerment



Organisation	NSW Health
Local Health District / Agency	Justice Health and Forensic Mental Health Network
Position Classification	Visiting Medical Off
State Award	Public Hospital Medical Officers (State) Award
Category	Specialist Medical & Dental Practitioner Specialist General Practice (SMDO)
Vaccination Category	Category A
ANZSCO Code	253111 General Medical Practitioner
Website	www.justicehealth.nsw.gov.au

PRIMARY PURPOSE

The Visiting Medical Officer is responsible for the provision of general medical services to patients within the correctional environment, in Justice Health and Forensic Mental Health (the Network) facilities. The position will work collaboratively with the Nursing Unit Manager (NUM), Service Director Primary Care and Clinical Director Primary Care to enhance the existing services in line with organisational needs and best practice.

RESPIRATOR USE

NSW Health workers may be required to use a respirator, as part of their appointment with NSW Health. Where a respirator is required for use, workers will be instructed in their safe use; including donning, doffing and fit checking. Staff may be required to complete fit testing to selected respirator/s to assess their facial fit/seal.

At all times when a health worker is required to use a respirator, the health worker must not have any facial hair present. Processes are in place to support workers that need to keep facial hair due to religious observance requirements and/ or health conditions.

ESSENTIAL CRITERIA

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- Current registration with Medical Board of Australia and the Australian Health Practitioners Regulation Authority (AHPRA).
- Current unrestricted NSW Driver's Licence and willingness to travel as required.

KEY ACCOUNTABILITIES

- Implement policies and procedures established by the Network and the NSW Ministry of Health.
- Participate in the medical care of patients and the formulation of provisional diagnosis and treatment plans, including preparing reports, reviewing patient investigations, maintaining appropriate documentation, prescribing medications and providing emergency medical assistance as required. Ensure medication is prescribed according to current best practice, NSW legislation and the Network Policy, guidelines and formulary.
- Co-ordinate care for patients with complex or chronic conditions, liaising with the other specialty services in the Network or other local health districts (LHDs) as required.
- Provide clinical leadership and be a positive role model within the functions and areas responsible. Provide clinical expertise and input on clinical committees and maintain a high standard of professional and ethical practice.
- Maintain high quality legible health records, reflecting progress and treatment plans, including manual paper medical records and electronic clinical applications.
- Provide after-hours duties as Duty Medical Officer including Remote On-call After Hours Medical Service (ROAMS) GP, evening or overnight On-Call GP or working Saturday or Sunday as part of a rotating roster.
- Participate annually or as circumstances direct in the performance development and review process for the position of Visiting Medical Officer.
- Utilise in an effective, efficient and safe manner all equipment and resources allocated. Attend and participate in the NSW Ministry of Health and Chief Executive mandated in-service programs as part of MyHealth Learning. Attend courses necessary to maintain and develop necessary knowledge and skills including compliance with the Royal Australian College of General Practitioners (RACGP) or the Australian College of Rural and Remote Medicine (ACRRM) members Continuing Medical Education (CME) programs.
- Assist with and provide input into the design, development and implementation of Quality Activity Programs within the Primary Care Medical Service and undertake and assist in research projects as agreed with the Clinical Director Primary Care.
- Provide annually evidence of current registration with the Australian Health Practitioners Regulation Agency (AHPRA) and ensure that within the areas and functions delegated that Ministry of Health standards, policies, procedures and guidelines are adhered to as published.

KEY CHALLENGES

- The role requires high level problem solving from a clinical perspective, with accurate decision making to ensure appropriate triage with patient assessment and planning and implementing patient care.
- Exercising a high degree of professional independence and providing a leading role in all aspects of patient care.
- Awareness of the legal framework under which the Network operates and the culturally and linguistically

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diverse group of patients.

KEY RELATIONSHIPS	
Who	Why
Clinical Director, Primary Care	Line management, and provide and receive feedback on operational issues.
Service Director, Primary Care & Operations Manager Primary Care - Clinical	Line management, and provide and receive feedback on operational issues.
Nurse Practitioners, Clinical Nurse Consultants, Nursing Unit Manager	Collaborate over patient care.

SELECTION CRITERIA

1. Current medical registration, with the Australian Health Practitioner Regulation Agency (APHRA) and evidence of a Fellowship of Royal Australian College of General Practice (RACGP) or Australasian College of Rural and Remote Medicine (ACRRM) and proof of recognition as a specialist by the Specialists Recognition Advisory Committee Award.
2. Demonstrated commitment to Continuing Medical Education and experience and knowledge and evidence of applying quality improvement in the clinical environment and evidence-based best practice.
3. Demonstrated significant experience in General Practice with knowledge of contemporary clinical management and modern approaches in assessment and management of the broad range of acute and chronic medical conditions. Previous experience in emergency medicine, general practice, adult internal medicine, or rural medicine an advantage.
4. Demonstrated ability to work independently within a complex clinical environment utilising excellent clinical skills, judgment and expertise.
5. Demonstrated excellent written and verbal communication skills applicable to medical practice.
6. Demonstrated ability to work effectively with medical and other health service colleagues as part of a multidisciplinary health care team and be involved in the Network multidisciplinary case reviews.
7. Demonstrated commitment to quality improvement, patient safety and risk management.
8. Current unrestricted NSW Drivers Licence and willingness to travel as required.

OTHER REQUIREMENTS

The role and responsibilities are to be carried out in a manner consistent with delegations, policies, procedures and operations systems of JHFMHN, and in line with both the NSW Health Code of Conduct and JHFMHN Code of Conduct.

The following specific requirements should be noted:

Qualifications

Relevant qualifications.

Vaccination

You are required to maintain compliance with the screening, assessment and vaccination requirements, relevant to

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your position, outlined in the NSW Health policy directive on Occupational Assessment, Screening and Vaccination against Specified Infectious Diseases.

Employment Checks

Relevant employment checks will be undertaken in line with the requirements of NSW Health Policy.

Workplace Culture

Model the NSW Health CORE values and the JHFMHN values and ensure all workplace conduct is consistent with the behaviours associated with those values and both the NSW Health Code of Conduct and JHFMHN Code of Conduct.

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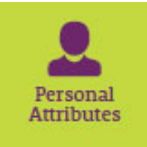



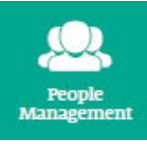
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CAPABILITIES FOR THE ROLE

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available via the [Public Service Commission website](#).

Capability Summary

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

NSW Public Sector Capability Framework		
Capability Group	Capability Name	Level
 Personal Attributes	Display Resilience and Courage	Advanced
	Act with Integrity	Advanced
	Manage Self	Advanced
	Value Diversity and Inclusion	Adept
 Relationships	Communicate Effectively	Advanced
	Commit to Customer Service	Adept
	Work Collaboratively	Adept
	Influence and Negotiate	Adept
 Results	Deliver Results	Adept
	Plan and Prioritise	Adept
	Think and Solve Problems	Adept
	Demonstrate Accountability	Adept
 Business Enablers	Finance	Intermediate
	Technology	Intermediate
	Procurement and Contract Management	Foundational
	Project Management	Adept
 People Management	Manage and Develop People	Intermediate
	Inspire Direction and Purpose	Adept
	Optimise Business Outcomes	Intermediate
	Manage Reform and Change	Adept

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NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Personal Attributes Manage Self	Advanced	<ul style="list-style-type: none"> Act as a professional role model for colleagues, set high personal goals and take pride in their achievement Actively seek, reflect and act on feedback on own performance Translate negative feedback into an opportunity to improve Demonstrate a strong interest in new knowledge and emerging practices relevant to the organisation Take the initiative and act in a decisive way
Relationships Communicate Effectively	Advanced	<ul style="list-style-type: none"> Present with credibility, engage diverse audiences and test levels of understanding Translate technical and complex information clearly and concisely for diverse audiences Create opportunities for others to contribute to discussion and debate Contribute to and promote information sharing across the organisation Manage complex communications that involve understanding and responding to multiple and divergent viewpoints Explore creative ways to engage diverse audiences and communicate information Adjust style and approach to optimise outcomes Write fluently and persuasively in plain English and in a range of styles and formats
Results Think and Solve Problems	Adept	<ul style="list-style-type: none"> Research and apply critical thinking techniques in analysing information, identify interrelationships and make recommendations based on relevant evidence Anticipate, identify and address issues and potential problems that may have an impact on organisational objectives and the user experience Apply creative-thinking techniques to generate new ideas and options to address issues and improve the user experience Seek contributions and ideas from people with diverse backgrounds and experience Participate in and contribute to team or unit initiatives to resolve common issues or barriers to effectiveness Identify and share business process improvements to enhance effectiveness

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NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Business Enablers Technology	Intermediate	<ul style="list-style-type: none">• Demonstrate a sound understanding of technology relevant to the work unit, and identify and select the most appropriate technology for assigned tasks• Use available technology to improve individual performance and effectiveness• Make effective use of records, information and knowledge management functions and systems• Support the implementation of systems improvement initiatives and the introduction and roll-out of new technologies
People Management Optimise Business Outcomes	Intermediate	<ul style="list-style-type: none">• Develop team and unit plans that consider team capabilities and strengths• Plan and monitor resource allocation effectively to achieve team and unit objectives• When planning resources, consider the attraction and retention of people of diverse cultures, backgrounds and experiences• Ensure that team members work with a good understanding of business principles as they apply to the public sector context• Participate in wider organisational workforce planning to ensure that capable resources are available