

# POSITION DESCRIPTION

Podiatrist Grade 1/New Graduate

## *Supporting Everyone to be healthy and live well*

### **PURPOSE OF THE ROLE**

Provision of podiatry services to Echuca Regional Health (ERH) clients across the service areas, including community outpatients, acute, subacute, residential aged care and outreach services.

The role focuses on providing appropriate services in the right setting, increasing the knowledge and skills of individuals in the community around foot health and mobility, delivery safe and comprehensive podiatric services to our high-risk clients and encourage where appropriate individuals to self-manage their own foot health while promoting health and wellbeing for all clients.

The role will be supported by a Grade 3 Podiatrist, an AHA/foot care nurse team and a client services team.

There are regional Podiatry groups and services that provide opportunities for professional development.

### **Position Details**

Position Title:	Podiatrist Grade 1/New Graduate
Department	Podiatry
Reports to:	Podiatry Manager and Director of Allied Health
Positions Reporting to this role:	Nil
FTE:	0.7FTE
Enterprise Agreement:	Allied Health Professionals 2021-2025
Position Classification:	Grade 1 (CM2-CM6)
Position Description last reviewed:	03/03/2025

### **Selection Criteria**

#### **Essential:**

Qualifications:

- Podiatry qualification and registration with Australian Health Practitioner Regulation Agency (AHPRA)
- Demonstrated knowledge of how to provide Podiatry services to a diverse client caseload in a variety of settings
- Satisfactory evidence of; National police check, Working with Children's and Vaccination status in line with policy and procedure at this time

#### **Desirable:**

- General awareness of the public health system, funding streams and wider influences on clinical service provision
- Demonstrated knowledge of how to work both independently and within a multidisciplinary team
- High level of communication skills (both written and verbal) to ensure effective engagement with clients, carers and stakeholders within and external to the organisation

### **Key Accountabilities**

- Provide Podiatry evidence-based assessment, treatment and management of clients accessing services through ERH throughout the continuation of care
- Provide appropriate, timely and effective clinical management to all patients

## POSITION DESCRIPTION

### Podiatrist Grade 1/New Graduate

through assessment, treatment, review, legible documentation, team liaison and discharge planning
<ul style="list-style-type: none"><li>• Communicate client issues effectively with: client/carer, other team members (departmental/multidisciplinary) discuss/provide realistic goals which are to be documented and reviewed regularly</li></ul>
<ul style="list-style-type: none"><li>• Evaluation of treatment and service provision, making use of objective measures where possible</li></ul>
<ul style="list-style-type: none"><li>• Complete multidisciplinary/joint assessments and treatments with other health professionals as required</li></ul>
<ul style="list-style-type: none"><li>• To prescribe and modify orthotic devices as part of patient care</li></ul>
<ul style="list-style-type: none"><li>• To perform minor surgical procedures when required during the podiatry care of patients</li></ul>
<ul style="list-style-type: none"><li>• Display a willingness to develop skills and seek to improve performance and Continuing Professional Development (CPD)</li></ul>
<ul style="list-style-type: none"><li>• Ensure effective clinical handover, including appropriate referrals and recommendations for further treatment to outside/internal providers are undertaken in a timely manner as required</li></ul>
<ul style="list-style-type: none"><li>• Contribute to and support service system development and quality improvement activities</li></ul>
<ul style="list-style-type: none"><li>• Attend and contribute to departmental meetings and other meetings (internal and external) as required</li></ul>

### **Organisational Responsibilities**





Positively promote ERH within and externally to the organisation
Comply with the ERH and Victorian Public Sector Code (VPS) of Conduct
Each employee has a responsibility to comply and promote practices with all ERH policies and procedures and familiarise themselves with those relevant to their position
Comply with relevant registration bodies mandatory continuing professional development requirements
Carry out all work and interactions in alignment with the CARE values
Each employee has a responsibility to comply with and promote relevant legislation and professional standards in relation to safety, quality and risk relevant to their position
Each employee has a responsibility to comply with and promote compliance with the National Safety & Quality Health Service Standards and other industry standards and relevant regulatory requirements

### **CARE Values**

All staff are expected to behave in a way that is in alignment with our corporate values:
---

# POSITION DESCRIPTION

Podiatrist Grade 1/New Graduate

<b>Collaboration</b> 	Works with a team focus Cooperates with others and gains input and support to assist in achieving objectives We work with others to achieve shared goals
<b>Accountability</b> 	Monitors the impact of one's own behaviour on others Supports a "no-blame" culture in reporting incidents and helping to effectively resolve them
<b>Respect</b> 	Treats people fairly and openly Treats people with dignity Demonstrates personal standards of consistency, tolerance and patience
<b>Excellence</b> 	Consistently supports and follows organisational policies and procedures Actively participates in identifying opportunities to improve what we do

Key Relationships	
Internal	External
<ul style="list-style-type: none"> <li>Podiatry Manager</li> </ul>	<ul style="list-style-type: none"> <li>Primary Care Clinics (General Practice)</li> </ul>
<ul style="list-style-type: none"> <li>ERH staff</li> </ul>	<ul style="list-style-type: none"> <li>Partner Health Organisations</li> </ul>
	<ul style="list-style-type: none"> <li>Pharmacies</li> </ul>
	<ul style="list-style-type: none"> <li>Other referring services</li> </ul>

## TERMS & CONDITIONS OF EMPLOYMENT:

Terms and conditions are in accordance with the Letter of Offer and Contract of Employment.

I acknowledge that I have received a copy of this position description. I have read (or have had read to me) and understand the requirements of this position. I agree to work in accordance with this position description.

Signed: \_\_\_\_\_ Date:        /        /

Print Name: \_\_\_\_\_

cc: Employee File