

# POSITION DESCRIPTION

Emergency Physician

*Supporting Everyone to be healthy and live well*

## PURPOSE OF THE ROLE

Supporting everyone to be healthy & live well

### Position Details

|                                     |                                                                                                                                        |
|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| Position Title:                     | Emergency Physician                                                                                                                    |
| Department                          | Emergency                                                                                                                              |
| Reports to:                         | Clinical Director of Emergency Medicine                                                                                                |
| Positions Reporting to this role:   | Responsible for supervision of Doctors in Training (DiTs) on rostered shifts                                                           |
| FTE:                                | Negotiable                                                                                                                             |
| Budget:                             | N/A                                                                                                                                    |
| Enterprise Agreement:               | Medical Specialists (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022 – 2026 |
| Position Classification:            | Dependent on qualifications and experience                                                                                             |
| Position Description last reviewed: | January 2024                                                                                                                           |

### Selection Criteria

#### Essential:

- Specialist registration as an Emergency Physician with the Medical Board of Australia (MBA)
- Significant experience in emergency medicine
- Demonstrated interest and commitment to the supervision, education and training of DiTs, including Australasian College for Emergency Medicine (ACEM) trainees and International Medical Graduates (IMGs)
- Interpersonal skills that promote effective teamwork and patient safety
- Behavioural qualities that reflect ERH Guiding Principles
- Satisfactory evidence of National police check, Working with Children Check, vaccination status, and other requirements in line with ERH policy and procedure

#### Desirable:

- Training in emergency medicine ultrasound

### Key Accountabilities

- Assess and treat all categories of patients presenting to the Emergency Department (ED) along best practice guidelines, including stabilisation of the acutely ill patient
- Attend and lead hospital wide Medical Emergency Team (MET) and Code Blue responses as a key member of the senior clinical deteriorating patient team
- Encourage effective and efficient management of resources, including the appropriate use of medical imaging and pathology services after hours

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- Comply with professional standards of practice with concise, comprehensive and legible documentation and clinical handover
- Ensure when rostered that all medical imaging and pathology reports are reviewed and followed up appropriately
- Provide clear and positive leadership to staff 'on the floor'
- Support the professional development of medical officers with different levels of emergency medicine experience, e.g. ACEM trainees, Rural Generalists (RGs), interns, IMGs
- Participate in the orientation of new staff
- Participate in the delivery of education and training to ERH staff
- Participate in on call roster
- Provide ongoing constructive feedback to DiTs and participate in the completion of mid and end-of-term assessments
- Attend Emergency Department Leadership meetings as required
- Lead/participate in the development of relevant policies, procedures, guidelines and standards
- Actively participate in Emergency Medicine Morbidity and Mortality meetings
- Represent the ERH at relevant internal and external meetings as delegated
- Other duties as directed by the Clinical Director of Emergency Medicine from time to time

### 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

Report all incidents and near misses as soon as possible after the event

Participate in risk management activities and assist with identification and control of risks within their department or area of work

Actively support compliance with the National Safety & Quality Health Service Standards and other professional standards and relevant regulatory requirements

### CARE Values

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

#### Collaboration



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

#### Accountability



Monitors the impact of one's own behaviour on others  
Supports a "no-blame" culture in reporting incidents and helping to effectively resolve them

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## Emergency Physician

|                                                                                                        |                                                                                                                                                      |
|--------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Respect</b><br>    | Treats people fairly and openly<br>Treats people with dignity<br>Demonstrates personal standards of consistency, tolerance and patience              |
| <b>Excellence</b><br> | Consistently supports and follows organisational policies and procedures<br>Actively participates in identifying opportunities to improve what we do |

### Key Relationships

| Internal                                | External                                                                       |
|-----------------------------------------|--------------------------------------------------------------------------------|
| Chief Medical Officer                   | Austin Pathology                                                               |
| Clinical Director of Emergency Medicine | I-MED                                                                          |
| ED and other health service teams       | Ambulance Victoria (AV), including Victorian Stroke Telemedicine Service (ARV) |
|                                         | General Practitioners (GPs)                                                    |
|                                         | Royal Victorian Eye and Ear Hospital (RVEEH) via eyeConnect                    |

### Leadership Capabilities

The table below indicates the leadership capability levels required. This table will need to be read in conjunction with the ERH Leadership Capability Framework.

✓ **PLEASE USE A TICK ICON TO INDICATE REQUIRED LEVEL**

| Category                                                                                                     | Descriptors                         | Foundation | Proficient | Advanced | Highly Advanced |
|--------------------------------------------------------------------------------------------------------------|-------------------------------------|------------|------------|----------|-----------------|
| <b>Collaboration</b><br>  | Inspires direction & purpose        |            |            | ✓        |                 |
|                                                                                                              | Turns challenges into opportunities |            |            | ✓        |                 |
|                                                                                                              | Communicates effectively            |            |            | ✓        |                 |
|                                                                                                              | Builds relationships                |            |            | ✓        |                 |
|                                                                                                              | Works collaboratively               |            |            | ✓        |                 |
| <b>Accountability</b><br> | Acts with integrity                 |            |            | ✓        |                 |
|                                                                                                              | Demonstrates accountability         |            |            | ✓        |                 |
|                                                                                                              | Drives accountability               |            |            | ✓        |                 |
|                                                                                                              | Manages self                        |            |            | ✓        |                 |
|                                                                                                              | Promotes innovation                 |            |            | ✓        |                 |
| <b>Respect</b><br>        | Accessible communicator             |            |            | ✓        |                 |
|                                                                                                              | Values difference                   |            |            | ✓        |                 |
|                                                                                                              | Consistently articulates direction  |            |            | ✓        |                 |
|                                                                                                              | Empowers others                     |            |            | ✓        |                 |
|                                                                                                              | Respectfully influences             |            |            | ✓        |                 |
| <b>Excellence</b>                                                                                            | Delivers results                    |            |            | ✓        |                 |
|                                                                                                              | Plans and prioritises               |            |            | ✓        |                 |
|                                                                                                              | Thinks and solves                   |            |            | ✓        |                 |

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|                                                                                   |                          |  |  |   |  |
|-----------------------------------------------------------------------------------|--------------------------|--|--|---|--|
|  | problems                 |  |  |   |  |
|                                                                                   | Consumer focus           |  |  | ✓ |  |
|                                                                                   | Innovation change leader |  |  | ✓ |  |

### 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