

POSITION DESCRIPTION

Staff Geriatrician

Supporting Everyone to be healthy and live well

PURPOSE OF THE ROLE

Supporting everyone to be healthy & live well

Position Details

Position Title:	Staff Geriatrician
Department	Medical Services
Reports to:	Clinical Lead Geriatric Medicine/Rehabilitation Unit
Positions Reporting to this role:	None
FTE:	Up to 1.0
Budget:	Medical Division
Enterprise Agreement:	Medical Specialists (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022 – 2026
Position Classification:	Specialist Year 1-9
Position Description last reviewed:	November 2024

Selection Criteria

Essential:

- KSC1** Specialist Registration with the Medical Board of Australia
- KSC2** Significant experience in geriatric medicine
- KSC3** Ability to work effectively in a team
- KSC4** Demonstrated interest in and commitment to education and training
- KSC5** Interpersonal skills that promote effective teamwork and patient safety

Key Accountabilities

- Undertake regular Rehabilitation Unit ward rounds as rostered
- When rostered and upon request by the treating doctor, provide an inpatient consulting service to ERH patients
- Support the delivery of a regular Cognitive Dementia and Memory Service (CDAMS) clinic and/or other clinic/s in geriatric medicine as rostered
- Ensure that documentation of medical attendances is legible and sufficiently detailed to enable continuity of safe patient care
- Ensure clear communication to patients and their carers, consistent with professional standards and safe patient care
- Supervise doctors in training (DITs) involved in the care of Geriatric/Rehabilitation Unit patients
- Deliver education and training to medical, nursing and allied health staff and students

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- Support the development of relevant policies, procedures, guidelines and standards for geriatric care at ERH
- Participate as member of departmental meetings and relevant ERH committees
- Attend external meetings on behalf of ERH as delegated
- Attend and contribute to morbidity and mortality meetings and audits for the Rehabilitation Unit and in general medicine
- Support the vision of developing accredited training in geriatric medicine at ERH
- Other duties as directed by the Clinical Lead Geriatric 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

Respect



Treats people fairly and openly

Treats people with dignity

Demonstrates personal standards of consistency, tolerance and patience

Excellence



Consistently supports and follows organisational policies and procedures

Actively participates in identifying opportunities to improve what we do

Key Relationships

Internal

- Chief Medical Officer
- Clinical Lead Geriatric Medicine
- Senior Medical Staff

External

- General Practitioners
- Medical Imaging
- Pathology

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<ul style="list-style-type: none"> Doctors in training (DiTs) Nurse Unit Manager Nursing and allied health staff Manager Outpatients/Consulting Suites Medical Education Team Medical Workforce Unit Team 	<ul style="list-style-type: none"> Department of Health Safer Care Victoria (SCV) The University of Melbourne Other health services
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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
Collaboration 	Inspires direction & purpose			✓	
	Turns challenges into opportunities			✓	
	Communicates effectively			✓	
	Builds relationships			✓	
	Works collaboratively			✓	
Accountability 	Acts with integrity			✓	
	Demonstrates accountability			✓	
	Drives accountability			✓	
	Manages self			✓	
	Promotes innovation			✓	
Respect 	Accessible communicator			✓	
	Values difference			✓	
	Consistently articulates direction			✓	
	Empowers others			✓	
	Respectfully influences			✓	
Excellence	Delivers results			✓	
	Plans and prioritises			✓	
	Thinks and solves problems			✓	

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	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