Position Description

Physiotherapist

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| **Award & grade:** | Victorian Stand Alone Community Health Centres, Health Professionals Multi-Employer  Enterprise Agreement 2012 – 2016 Physiotherapist Grade 2 |  |  |
| **Salary range** | Level commensurate with skills and experience (as per AWARD) |  |  |
| **EFT** | 0.4 EFT |  |  |
| **Reporting to** | Manager, Allied Health |  |  |
| **Accountable to** | CEO |  |  |
| **Tenure** | Ongoing dependent upon funding |  |  |
| **Direct reports** | Nil |  |  |
| **Location** | Lennox Street and other NRCH sites as requested |  |  |
| **Date issued** | September 2017 |  |  |

Organisation Profile

**North Richmond Community Health (NRCH)** is committed to making healthcare more accessible and culturally relevant. Our community health centre in Richmond provides a range of medical, allied health, dental and community services to clients from all backgrounds. We also provide specialist health services in other parts of Victoria, and work with health, government and community services around the country.

Position Objective

The Commonwealth Home Support Program (CHSP) Physiotherapy position is part of the “Healthy Aging Hub” which is a multidisciplinary team. The CHSP Physiotherapy service meets the needs of frail, aged, people with disabilities and their carers living in the City of Yarra (CoY)

This position undertakes the general duties of a physiotherapist by providing direct and comprehensive high quality and evidence based services. This position interacts closely with other service providers, both internally and externally, in a multi-disciplinary setting.

Key Responsibilities

* Provide comprehensive assessment, management and treatment to eligible clients including those with chronic and complex conditions, and develop appropriate Physiotherapy treatment plans and Goal Directed Care Plans (GDCP) to meet identified needs
* Prescribe appropriate equipment and seek funding assistance where appropriate through SWEP.
* Work collaboratively with staff from other disciplines to provide multidisciplinary, holistic health care services for CHSP clients

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Key Responsibilities continued

* Work with the Allied Health Manager and other NRCH health practitioners to develop and promote the Physiotherapy service and practice guidelines
* Work with other CHSP Allied Health professionals to develop and run therapeutic groups.
* Participate in client care meetings for the purpose of care planning case conferencing and review as relevant
* Build strong relationships and networks within and external to NRCH, including working with other Physiotherapists and health professionals in the City of Yarra to facilitate effective client referrals to meet client needs
* Manage client information sensitively and confidentially, and ensure client notes and records are up to date on required systems
* Prepare and submit relevant grant applications to support additional activities that complement the physiotherapy program

Key Capabilities

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| **Client experience** | **Community relations** | * Is sensitive to clients’ heritage, traditions and identity. * Actively listens to clients and passes on relevant information accurately and appropriately * Responds in a prompt and sensitive manner to clients’ requests so that the client feels supported and accepted. * Maintains basic awareness of current community issues. |
| **New and Different Approaches** | **Accountability** | * Seeks feedback to ensure work is consistent with expectations. * Is committed to own professional and personal development. |
| **Ethics** | * Observes Code of Conduct, behaves ethically and seeks assistance with ethical dilemmas |
| **Program Development** | * Actively participates in team activities. * Performs own roles and responsibilities efficiently to contribute to program objectives |
| **Learning and Development** | * Identifies own skills and skill needs in consultation with supervisor |
| **Innovation** | * Uses technology and software applications effectively in accordance with task requirements * Identifies opportunities to do things better, develops ideas with others and assists with the implementation of routine changes. |
| **Working in Partnership** | **Change Management** | * Maintains a positive approach to change and adapts to new or different ways of working |
| **Partnerships and Collaboration** | * Builds collaborative relationships with the relevant people at NRCH. |

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Key Selection Criteria

**Essential skills & experience**

* Experience in working in a community based Physiotherapy service within a multidisciplinary team including working with a broad range of clients from varying CALD and socioeconomic backgrounds who present with a variety of functional impairments
* Demonstrated experience using self – management approaches for chronic conditions. These may include: health coaching, strength – based practice, goal directed care planning and the Active Service Model Approach
* Experience in service planning and development
* Experience developing and running groups

**Essential attributes**

* Ability to develop and foster effective partnerships with internal and external stakeholders
* Ability to work autonomously, make decisions, organise own workload, set priorities and meet deadlines.

**Qualifications \ Registration requirements**

* Bachelor of Physiotherapy or equivalent tertiary qualification including eligibility for membership of the Australian Physiotherapy Association and current AHPRA registration.
* Current Victorian Driver’s Licence
* Valid Police Check or willingness to undertake
* Working with Children Check

Internal Training Requirements

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| **Topic** | **Timeframe for completion** |
| Induction Training | 3 months |
| Cultural Competency | 3 months |
| Hand Hygiene | 3 months |
| Child Safety | 3 months |

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Responsibilities and conditions of employment

* All employees of North Richmond Community Health are required to follow specific common conditions of employment as outlined in the NRCHL Policy and Procedures Manual. Key responsibilities and conditions
* Employment terms and conditions are consistent with National Employment Standards and relevant awards/agreements. Salary is set commensurate with funding, award/agreements, sector expectations and individual skills/experience relevant to the role.
* Employees are expected to conduct themselves in a manner consistent with organisation’s Code of Conduct, Scope of Practice, Employment Contract, Cultural Competency standards and all other policies and procedures.
* NRCH is committed to creating a child-safe environment and to the participation and empowerment of children. NRCH has zero tolerance of all forms of child abuse and all allegations and safety concerns

will be treated very seriously. All NRCH staff and volunteers are required to contact authorities when they are worried about a child’s safety. If you believe a child is at immediate risk of abuse contact 000.

* Employees are expected to participate in the NRCH risk management and quality improvement systems by being aware of responsibilities to identify, minimise and manage risks and identify opportunities for continuous improvement in the workplace through communication and consultation with managers and colleagues.
* Employees are expected to contribute positively to a safe workplace by reporting hazards and incidents immediately to an OHS representative, committee member or manager. Employees must behave in a manner that fosters safe working practices.
* Adhere to NRCH infection control policies and procedures.
* Regular working hours will be negotiated but will be within operational hours. From time to time, some out-of-hours work may be required. Employees are expected to present for work on time, and follow notification guidelines when ill or late for work.
* Appointment is subject to a six-month probationary period, wherein performance will be reviewed prior to the expiry of the probationary period and an ongoing employment decision will be communicated.
* Performance is reviewed formally on an annual basis and all staff will have responsibility for an individually tailored work plan. All position descriptions are open to periodic review by management in consultation with staff.
* NRCHL provides a smoke-free environment, including within vehicles.
* The staff member may be required to perform other duties as directed, in accordance with training, skills and experience.

Further Information

For enquiries relating to this position, contact:

**Name** | Wendi Hobbins, General Manager| [wendih@nrch.com.au|](mailto:wendih@nrch.com.au|) 9418 9905