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1.0 POSITION SUMMARY

1.1	POSITION TITLE	General Practitioner
1.2	TEAM(S)	Medical Team
1.3	PROGRAM	Primary Care
1.4	ACCOUNTABLE TO	Primary Care Manager
1.5	RESPONSIBLE FOR	<i>Not relevant to non-managerial positions</i>
1.6	AWARD	Percentage Agreement
1.7	CLASSIFICATION	As negotiated
1.8	COST CENTRE	400
1.09	POLICE CHECK	Engagement is contingent on a satisfactory Police Check
1.10	PRE-EXISTING INJURY/ ILLNESS	Applicants not currently employed by DCH are required to fill out a Pre-existing Illness/ Injury Declaration Form

1.1 POSITION PURPOSE


This position provides professional, quality and holistic medical services to people in Darebin as part of our Medical Team. The Manager Primary Care, practice nurses, refugee health nurse and a mental health nurse support the Clinic. The medical clinic is situated within a multi disciplinary community health centre with team members working closely with all staff across the agency. The medical clinic bulk bills all clients.

2.0 OUR ORGANISATION

Darebin Community Health Inc. is a quality accredited independent community health service operating under a Board of Governance.

It provides a wide range of allied health, medical, social support and health promotion services to the community of Darebin over three service sites:

- East Reservoir (125 Blake Street, East Reservoir)
- Northcote (42 Separation Street, Northcote)
- Panch (300 Bell Street, Preston)

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This role is based at the East Reservoir or PANCH sites.

Mission

Health and wellbeing for all

Vision

The leading advocate and innovator in health and wellbeing in our community

Courage

We rise to challenges and persevere in the face of obstacles

Compassion

- We are caring and empathic towards others
- We embrace and value diversity
- We work collaboratively and respectfully

Integrity

We are ethical, accountable, honest, reliable and fair


Achievement

- We continually strive to improve
- We are adaptable
- We are creative and resourceful

3 POSITION DETAILS

3.1 Clinical Responsibilities

- Provide high quality, primary health care services to our community, in keeping with best practice standards
- Provide appropriate health care to all patients irrespective of their age or care levels
- Respond to all patient presenting medical/health problems including history taking, diagnosis, investigation, treatment and referral as appropriate

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- Provide management of chronic and long term conditions according to national and state guidelines and pathways
- Prescribe for patients as appropriate to need
- Order diagnostic testing as required
- Provide health promotion and preventative health care advice to all patients attending the clinic
- Work with the our community to increase their capacity to make choices that enhance their health and wellbeing
- Refer patients to other providers both within Darebin Community Health and external as appropriate

3.2 Operational

Record and maintain adequate and accurate patient records using clinic protocols and computerised medical records on Medical Director detailing: previous health and family history, specialist referrals, prescriptions, investigations, treatments, diagnostic tests, registers and recalls.


Actively communicate and coordinate with colleagues, allied health professionals and specialist services when engaged in multidisciplinary care planning.

3.3 Safety and Quality

- Record incidences and near misses as per clinic policy
- Practice duty of care by meeting clinic standards and protocols
- Maintain staff and patient confidentiality at all times
- Participate in Darebin Community Health quality improvement policies and programs

3.4 Organisational

- Comply with Darebin Community Health Policies and Procedures
- Maintain professional credentials through participation in CPD programs and vocational requirements
- Bulk Bill clients in compliance with MBs regulations

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- Other duties as required by the Chief Executive Officer, Clinical Programs General Manager or the Practice Manager

4 KEY SELECTION CRITERIA

4.1 Qualifications

- The General Practitioner must be registered to practice medicine in Australia
- The General Practitioner must hold vocational recognition through Fellowship with either the Royal Australian College of General Practitioners (RACGP) or the Australian College of Rural and Remote Medicine (ACRRM)
- The General Practitioner must abide by all legislative acts governing medical practice in Victoria


4.2 Experience

- Understanding of the social model of health
- Sensitivity to the needs of marginalised people and their ability to access services
- Excellent interpersonal and communication skills

5 Selection Criteria

General Practitioner applicants are required to provide evidence of:

1. Relevant and Australian recognised medical degree
2. Current and appropriate registration with the Medical Board of Australia, or be eligible for such
3. Applied knowledge and skills in the area of general practice
4. Satisfactory participation in quality improvement and continuing professional development as per the RACGP QA and CPD Program
5. Current Medical Indemnity Insurance Cover or eligibility for such
6. National Police Certificate

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7. Must have an ABN or eligibility for such and be registered for GST
8. Working with Children Certificate
9. Current Victorian Drivers Licence

The collection and retention of this information meets the requirements of the Information Privacy Act 2000

Management, in consultation with the staff member, reserves the right to modify this position description when required.