



<b>Job Title:</b>	General Practitioner		
<b>Classification:</b>	Dependent on experience	<b>Department:</b>	Primary Health Care (PHC)
<b>Location:</b>	Maningrida	<b>Program:</b>	Clinical Services
<b>Reports to:</b>	Executive Health Manager		
<b>Collaboration:</b>	Manayingkarirra Health Centre and other Mala'la Health Programs		
<b>Employment Conditions:</b>	Mala'la Health Service Aboriginal Corporation contract; contract based on selected criteria from the NT Medical Officers EBA 2022/2025		

## JOB DESCRIPTION

### POSITION FUNCTION

In consultation with the Director of Medical Services and Executive Health Manager, to provide medical services to the community of Maningrida and its surrounding outstations through the delivery of evidence based comprehensive Primary Health Care and population health.

The position requires a high level of interest in and commitment to improving the health status of Aboriginal people in Maningrida.

The position is a key member of the Mala'la clinical team and together with other clinicians, is responsible for the provision of on-site supervision and support to Registrars, RMO's and students. which is client focused and based on best practice.

### ROLE AND RESPONSIBILITIES

#### Clinical

#### As a member of the Primary Health Care team:

- Provide primary medical services
- Provide public health services using a community development model to enhance health outcomes, improve services and contribute to public health initiatives as appropriate and directed.
- Provide a holistic approach to health care that includes care planning and case conferencing with patients who have a chronic disease
- Work in the program areas to assist the team in the provision of care planning and case conferencing to achieve the best client outcome.
- Be responsible for the coordination of medical retrieval and patient travel services, which includes liaising with the DMO to assist in the coordination and at times lead the medical retrieval as appropriate or required.



- Participate in the collection and maintenance of computerized client health information
- Ensure that Medicare billing is optimized to its full potential to realize maximum return to the community for service development
- Work collaboratively with a range of health providers within the organization and external to the organization
- As a member of the multicultural team, to undertake programs and tasks appropriate to family and preventative medicine and Primary Health Care within a community and health education context
- Be opportunistic in the development of health care plans for patients
- Be proactive in health promotion so that it will enhance community education and understanding of health issues
- Be conversant with and utilize the Practice Incentive Program and its capacity to add value to the health and wellbeing of Aboriginal patients
- Develop and maintain knowledge, skills and expertise in both clinical and public health medicine
- Follow defined service delivery standards, Work Health and Safety policies and procedures relating to work being undertaken to ensure high quality, safe service and workplace
- Provide exemplary clinical leadership to staff in relation to meeting the health needs of Maningrida community members
- Contribute to ongoing AGPAL accreditation
- Provide non-clinical support via remote access to assist with documentation and blood tests etc. associated with patients consulted

#### **Organizational**

- Act as a key resource and mentor for community staff ensuring continued support and education
- Work autonomously and as part of a multidisciplinary team
- Ensure personal and professional competencies and knowledge are current and in line with accepted standards and meet all requirements of the position
- Work within scope of practice and under CARPA and specialist guidance
- Develop, maintain and utilize effective collaborative working relationships and networks with other organizations at both the community and professional level
- Provide a culturally safe, competent, comprehensive and cost-effective service within the Continuous Quality Improvement (CQI) framework
- Be accountable for maintaining personal clinical and professional competencies and professional conduct, and participate in performance management systems
- Promote adherence to Work, Health and Safety protocol - ensure WH&S legislation is followed
- Adhere to MHSAC's Values, Policy and Procedures, and Code of Conduct

**Meetings**

- Attend and contribute to Clinical meetings
- Attend meetings as required (e.g. Clinical staff, Doctors, etc.)

**Professional Development**

- Attend relevant workshops/upskilling sessions that will enhance optimal medical practice

**Professional Practice**

- Provide clinical advice and leadership at a level consistent with best practice standards
- Provide advice and leadership in the development and implementation of population health programs

**Teaching and Research**

- Facilitate and where necessary, participate in general staff development and continuing educational activities and teaching sessions to other MHSAC Clinicians
- Work closely with the NTGPE regarding the GP Registrar program and provide support where necessary

**Mandatory Requirements**

- Confidentiality is a mandatory requirement; any breach of this requirement may compromise ongoing employment
- Compliance with all policies and procedures of Malabam Health Board
- Report to the CEO immediately on any personal criminal charges or convictions that arise
- Maintain ongoing registration with the Northern Territory Medical Registration Board
- Participating in annual performance review with the Executive Health Manager
- Complete Essential training as required by the Mala'la Primary Health Care Service

**Work, Health and Safety**

- Be familiar with WH&S policies and procedures; apply guidelines and procedures
- Report on safety hazards within the workplace
- Identify and assist in rectifying safety hazards within the workplace environment
- Participate in WH&S information sessions as requested

**Reporting**

- Assist in compiling monthly reports to the Executive Health Manager and the CEO outlining activities undertaken in the community
- Assist in meeting the Key Performance Indicators linked to the annual Operational Plan and the organization's Strategic Plan



## **Selection Criteria**

### **Essential**

- Registered with the Australian Health Professions Regulatory Authority
- Hold a fellowship or equivalent of either the Royal Australian College of General Practitioners (RACGP), Australian College of Rural and Remote Medicine (ACCRM) or Australasian Faculty Public Health Medicine (AFPHM) together with appropriate rural training or equivalent training and experience.
- Vocationally registered
- Extensive post graduate clinical experience, including General Practice, Paediatrics, Obstetrics and Emergency medicine
- Demonstrated experience working in Aboriginal health particularly in primary health care service delivery and management, and a commitment to 'closing the gap' initiatives
- Well-developed communication, networking and interpersonal skills
- Ability to lead and manage multi-disciplinary teams in collaboration with the Manager – Primary Health Care, and to share tasks and knowledge with program staff
- Prepared to engage in consulting with patients at the primary health care level to maintain Continuing Professional Development (CPD) points consistent with regulatory requirements
- An understanding and commitment to the principles of Aboriginal Community control of primary health care delivery
- A respect for Aboriginal culture and a willingness to listen, learn and to participate in cross cultural awareness activities promoted by the MHSAC Directors
- Current Driver's License
- Satisfactory Criminal History Check
- Current NT Working With Children Clearance Ochre card

### **Desirable**

- Postgraduate degree in public health or extensive experience in delivering public health services in Aboriginal communities
- Understanding of community development and community empowerment approaches
- Experience in working in a cross-cultural/remote environment
- Computer skills including experience working with clinical IT systems.

## **ACCEPTANCE OF RESPONSIBILITIES**

I have read the requirements and responsibilities outlined in this Position Description, MHSAC Code of Conduct, Employment Terms and Conditions and agree to meet and adhere to these, and have my performance monitored and evaluated in relation to my performance in the role as detailed through this document.



Signature of Appointee:		Date:	
Signature of Mala'la authorized representative:		Date:	