

POSITION DESCRIPTION

Position Title:	General Practitioner [GP]		
Program/Team:	Health Services Team		
Employment Type & Hours:	Part-time up to 30 hours per fortnight		
Award Conditions:	Medical Practitioners Award	Remuneration:	\$165.00 per hour
Working From:	518 Brunswick Street Fortitude Valley		
Reporting Relationships:	Reports to the Clinical Health Services Director		
Probation Period:	Six [6] months		
Primary Purpose of Position:	This position provides clinical primary health care services to young people visiting the BYS medical clinic. The aim is to improve young people's access to health care information and services, address health needs and promote wellbeing, and encourage them to engage in their healthcare. Care provided is based on latest evidence and guidelines and meets legislative requirements.		
KEY RESULT AREAS – Roles and Responsibilities			
Clinical Responsibilities:	<ul style="list-style-type: none"> • Provide high quality, primary health care services to young people and their small children, in keeping with best practice standards and the BYS Medical Clinic's scope of practice. • Provide appropriate care and services to patients 12-24 years of age with a complex level of health care needs. • Respond to medical/health problems presented by young people including history taking, diagnosis, investigation, treatment and referral as appropriate. • Provide management of long-term conditions in line with national guidelines and pathways. • Prescribe for patients as appropriate to need. • Provide appropriate health promotion and preventative health care advice to all young people attending the practice. • Order diagnostic tests as required. • Work with other community-based health programs as required. • Respond to medical emergencies when on duty at BYS. 		
Operational and Development:	<ul style="list-style-type: none"> • Operate the BYS Clinic in compliance with National Safety and Quality Health Service (NSQHS) Standards, and BYS Code of Conduct and All BYS Policies and Procedures. • Record and maintain accurate, adequate and relevant patient records using the established practice protocols and computerised medical records system, including but not excluding details of: <ul style="list-style-type: none"> ○ Specialist referrals ○ Previous health and family history ○ Prescriptions ○ Investigations ○ Treatment ○ Diagnostic results ○ Registers and recalls • Actively communicate and coordinate with colleagues, specialist services and allied health professionals when sharing the care of a patient. 		

	<ul style="list-style-type: none"> • Develop and maintain relationships with all BYS staff, and other medical services including local hospitals; and maintain relationships with other services within BYS. • Respond openly to feedback and complaints.
People, Culture, Safety:	<ul style="list-style-type: none"> • Model ethical behaviours in line with the BYS Code of Conduct and consistently apply ethical standards to self and others. • Meet with the line manager to monitor the service and performance. • Practice accountability, duty of care including meeting practice and professional standards, organisations clinical scope of practice and BYS model of service. • Always maintain patient and practice confidentiality. • Address professional needs through continuing medical education and training and other skills development. • Protect and promote the rights of children and young people, including making decisions compatible with the <i>Human Rights Act 2019</i>; and responding to and reporting suspicions and disclosures of abuse or harm. • Ensure a healthy and safe workplace for all by adhering to BYS Policies, Procedures and Practices. • Record incidents and near-misses in line with BYS policy. • Actively participate to deliver the BYS Reconciliation Action Plan [RAP] initiatives and measurable actions that support First Nations equality across our organisation.
Administration:	<ul style="list-style-type: none"> • Submit timesheets and leave requests accurately and on time on a fortnightly basis, in accordance with relevant legislation and organisational policy and procedure. • Maintain accurate and timely record keeping including patient files, correspondence and other data as required. • Prepare reports as required and fulfil mandatory reporting requirements in collaboration with the line manager. • Implement relevant service standards to ensure quality service provision. • Undertake any other tasks as required.
Education, Qualifications, Requirements [Mandatory]:	<ul style="list-style-type: none"> • Relevant and Australian recognised medical degree. • Current and appropriate registration with the Medical Board of Australia or be eligible for such. • Current medical indemnity insurance. • National Police Check Clearance. • Two relevant references.
Skills & Experience:	<ul style="list-style-type: none"> • Minimum five years of clinical experience with the relevant registration. • A thorough knowledge of legislation and standards of general practice, including a sound knowledge of Gillick’s competency. • Ability to work independently in a busy community setting. • Computer skills and a knowledge of GP practice medical software, such as Best Practice.
Personal Attributes:	<ul style="list-style-type: none"> • Model and drive a culture of respect, optimism, accountability, and resilience in line with the organisation’s values. • Alignment and willingness to commit to BYS vision, values and mission.

	<ul style="list-style-type: none"> • Commitment to quality improvement and clinical governance (RACGP & NSQHS Standards). • Strong written and verbal communication skills • Commitment to a learning culture and ongoing professional development.
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The changing demands of BYs's organisation requires it to have reasonable flexibility in stipulating the duties that you will undertake from time to time. You will be required to perform any other duties for which you have the appropriate skill and/or training which are assigned to you by BYs, and these responsibilities do not limit what may be reasonably requested of an employee during the course of their employment. As the successful applicant, you are required to sign and date this Position Description to demonstrate your commitment to fulfill this role in accordance with the key result areas outlined above.

Employee Name:		Signature:		Date:	
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