



## POSITION PROFILE MEDICAL DIRECTOR

Position number: 401

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### Position Details

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<b>Position Title:</b>	<b>Medical Director</b>
<b>Employment Status:</b>	Contract Position
<b>Salary Range:</b>	Remuneration package up to \$250,000.
<b>Reports to:</b>	General Manager
<b>Positions supervised:</b>	GPs and other staff to be advised
<b>Location:</b>	Katherine, NT

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### Position Summary

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The Medical Director provides strategic clinical leadership and oversees the delivery of comprehensive primary health care including clinical governance systems in Sunrise communities.

The position requires to provide policy and public health advice, review and evaluate the Service's health programs, including quality improvement so as to ensure appropriate care is provided in a culturally sensitive manner.

The person should have high level of interest in Aboriginal health issues and be keen to improve health and enhance well-being for the indigenous people in Sunrise region.

Medical Director is a key member of the Services Executive Management Team and represents the Service in different committees, forums and meetings.

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### Duty Statement and Key Responsibilities:

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#### Leadership and Management

- Provides clinical leadership for SHS, in collaboration with senior clinical and Executive staff.
- Provides leadership in clinical governance and clinical performance within SHS, including the development and monitoring of clinical indicators for SHS
- Provides supervision and professional support to medical staff as required, and contributes to leadership developments initiatives for SHS staff.

- Represents SHS at various committees, forums, meeting and conferences.
- Assists in the design of data collection systems, analysis and dissemination of collected data to better inform Sunrise management and staff
- Comply with Australian Council on Health Care Standards regarding clinical record keeping and audit.

### **Clinical Practice**

- Provides clinical services/advice at a level consistent with best practice standards, and specifically the CARPA Standard Treatment and Women's Health Manuals when required.
- Facilitates and participates in the multidisciplinary care planning
- Oversees PIRS (Patient Information Record System - Communicare) and utilise information technology to optimize patient care
- Ensures that all legal requirements regarding the storage and use of pharmaceuticals and other medico-legal requirements are met, including the notification of infectious diseases.

### **Policy and Planning**

- Leads the development of public health policy, medical policy and related clinical procedures for SHS with particular emphasis on evidence-based practice.
- Monitors medical workload, develops workload management systems and assesses resource management issues and provides related advice to CEO.
- Develops population health strategies appropriate to the various population groups and chronic disease self management program
- Monitors, reviews and evaluates medical/public health policy for SHS
- Contributes to strategic and operational planning at the organisational level as required.

### **Teaching & Research:**

- Participates in general continuing educational activities and teaching sessions to other medical staff
- Participates in teaching programs for undergraduate medical students/junior doctors
- Provides supervision to medical and other clinical staff as appropriate

### **Advocacy**

- Works with General Manager/CEO and other staff in advocating for the rights and needs of individuals, families and communities on health related issues
- Works with and takes direction from the Health Board implementing the policies and direction as announced by the Board.

### **Other**

Other duties as directed by General Manager/CEO.

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## Delegations

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Financial: TBA

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## Selection Criteria

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### Essential:

- Possess a Medical degree registrable in NT with post-graduate medical practice in relevant areas
- Fellowship of the Australasian Faculty of Public Health Medicine (FAFPHM) or FRACGP/FACRRM with post graduate qualifications in Public Health
- Demonstrated experience in medical practice particularly in primary care and management, and high-level medical leadership
- Demonstrated experience in the development, implementation and evaluation of policy and programs
- Well developed communication, networking, and interpersonal skills
- Ability to lead and manage multi-disciplinary team, including the ability to share tasks and knowledge and delegate to other health practitioners.
- 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 Sunrise Health Service Board.
- Current driver's license.
- A preparedness to travel by 4WD and/or light aircraft to Aboriginal communities, including overnight stays as required.

### Desirable:

- Experience in Aboriginal health, community health and/or rural/remote medicine
  - Experience in working in a cross-cultural/rural remote environment
  - Computer skills, including familiarity with various medical databases
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## Endorsed and Approved by General Manager

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### Position Profile approved

Graham Castine, General Manager

7 July 2008

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**Signature**

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**Date**