

<b>Position Title:</b>	Director of Emergency Medicine Training (DEMT)
<b>Classification:</b>	Dependent on years of experience for the applicant. HN29-HN59
<b>Reports To:</b>	Clinical Director of Emergency Management (DEM) Director of Clinical Training
<b>Department:</b>	Emergency Department (ED) Wonthaggi Hospital
<b>Award / Enterprise Agreement:</b>	Medical Specialists (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022-2026

## About Bass Coast Health

Bass Coast Health is the major public healthcare provider within the Bass Coast Shire in South Gippsland. The service has provided quality service and care for residents of the Bass Coast Shire for over 100 years. It is an integrated Health Service providing Emergency services as well as Acute Medical and Surgical, Sub-acute and Residential inpatient beds along with an extensive array of Community and Primary care services. Services are provided also from a number of other sites including Wonthaggi, San Remo and Cowes.

The service is committed to working in partnership with its consumers, its community, and with other health services and all levels of government.

Bass Coast Health celebrates and supports the diverse life experiences and perspectives of everyone in our community, including, consumers, volunteers and staff - regardless of gender, sexual orientation, age, race, disability or religious belief.

As a Child Safe organisation, Bass Coast Health promotes the safety, wellbeing and inclusion of all children, including those with disability.

Bass Coast Health is a Smoke Free Organisation.

### **Our Mission:**

Delivering person-centred care to improve health, wellbeing, care experience and health outcomes, with our community.

### **Our Vision:**

Excellence in Care

### **Our Values:**

- Well-being
- Equity
- Compassion
- Accountability
- Respect
- Excellence

**Our Strategic Goals:**

<b>Safety and Quality</b>	<b>Service Growth and Development</b>	<b>People</b>	<b>Partnerships and Collaboration</b>	<b>Financial Health</b>
We will deliver safe, high quality, person-centred care.	We will grow service capacity and capability to deliver more care locally.	We will enable a skilled, resilient workforce that is highly valued and supported	We will nurture genuine partnerships focused on shared outcomes and inclusiveness.	We will provide strong financial governance that improves viability and sustainability.

**Position Summary**

The DEMENT is the principal point of contact for all vocational and pre-vocational post-graduate doctors in training. Key responsibilities include:

- Clinical supervision of junior medical staff.
- For vocational trainees: coordinating formative and summative assessments, such as Workplace Based Assessments (WBAs) and In-Training Assessments (ITAs), compliant with specialist college regulations.
- For non-vocational medical officers and interns: coordinating term assessments, compliant with Postgraduate Medical Council of Victoria (PMCV) regulations.
- Coordinating the ED Learning and Development program, in collaboration with the Clinical DEM.
- Fulfilling the FACEM-lead role in BCH’s Emergency Medicine Education/Training (EMET) program, in collaboration with the Clinical DEM.
- Clinical service provision in Wonthaggi ED and short stay unit.

**Key Result Areas**

- Recruitment and retention of suitable doctors in training.
- Fulfilment of regulatory compliance with external institutions such as ACEM and PMCV.
- Fulfilment of education/training deliverables stipulated in the EMET program at BCH

**Key Selection Criteria**

**MANDATORY:**

- At least 0.5 FTE at Wonthaggi ED
- 2 or more years post attaining Fellowship of the Australasian College for Emergency Medicine (FACEM)
- Unrestricted AHPRA specialist registration
- Entitlement to work within Australia
- A Police Check that is current and within 12 months of the issue date
- Provision of valid Working with Children Check
- Provision of an NDIS Worker Screening Check
- COVID-19 Vaccination and seasonal influenza vaccination of healthcare workers in accordance with Secretary, Department of Health Directions

**DESIRABLE:**

- Relevant experience postgraduate Emergency Medicine education, specifically:
- Supervision
- Formative and summative assessment
- Program evaluation
- Recognised qualification(s) in clinical education and/or supervision

**Health Service Objectives**

Strategic Goal	Objectives
<p><b>Safety and Quality</b></p>	<ul style="list-style-type: none"> <li>• Optimise safety, quality, clinical governance and clinical risk systems and processes</li> <li>• Deliver person and family centred care that optimises user experience</li> <li>• Be agile and responsive to external risks and events that impact on safety and quality, including the COVID-19 pandemic.</li> <li>• Embrace digital health, and utilise data to improve outcomes</li> </ul> <p>Note: Bass Coast Health’s policies and procedures are accessible via the PROMPT document management system.</p>
<p><b>Service Growth and Development</b></p>	<ul style="list-style-type: none"> <li>• Expand existing services to meet service gaps and build local and sub-regional self-sufficiency.</li> <li>• Develop new services to meet service gaps and build local and sub-regional self-sufficiency.</li> <li>• Increase prevention opportunities to promote good health and wellness, prevent disease, and optimise chronic disease management.</li> </ul>
<p><b>People</b></p>	<ul style="list-style-type: none"> <li>• Enable a workplace culture that values teamwork and collaboration, and builds the reputation as a great place to work.</li> <li>• Maintain and grow a skilled and competent workforce that harnesses individual strengths and passion.</li> <li>• Deliver a working environment that optimises worker safety and wellbeing.</li> <li>• Build a strong learning and development culture that cultivates research and inquiry.</li> </ul>
<p><b>Partnerships and Collaboration</b></p>	<ul style="list-style-type: none"> <li>• Embed inclusive practice, partnering and responsiveness into everything we do.</li> <li>• Continue to embrace and strengthen the community’s voice, connection, investment and engagement in the health service, including our extraordinary volunteers</li> <li>• Proactively partner with our sub-regional and regional colleagues to facilitate improved local service delivery and access.</li> <li>• Strengthen partnerships with other providers including regional and metropolitan services, medical specialists and other providers of care to facilitate strong and enduring pathways for our patients.</li> </ul>
<p><b>Financial Health</b></p>	<p>In collaboration with BCH managers:</p> <ul style="list-style-type: none"> <li>• Maintain strong corporate governance that strengthens accountability and enables robust resource management across all levels of the organisation.</li> </ul>

	<ul style="list-style-type: none"> <li>• Deliver a growth led revenue strategy that focuses on efficiency and productivity.</li> <li>• Proactively seek innovative opportunities to bring in new funding to improve financial sustainability.</li> <li>• Deliver on a significant capital and asset management strategy to improve infrastructure</li> </ul>
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NOTE:

Statements in this position description are intended to reflect general responsibilities and are not intended to be all-inclusive. Other duties may be required as part of this role.

**Victorian Public Sector Commission Code of Conduct and Values**

Bass Coast Health employees are required to observe the Victorian Public Sector Commission Code of Conduct which promotes adherence to the values prescribed in the Public Administration Act 2004. This Code prescribes standards of required behaviour and should be read in conjunction with this document. The Code of Conduct is outlined in the BCH Code of Conduct Policy.

**Individual Staff Member Accepting the Position Description**

I understand, agree to and accept the role as outlined in accordance with this Position Description.

<b>NAME</b> (please print):		
<b>SIGNATURE:</b>		<b>DATE:</b> ___ / ___ / ___

**Executive Director – Reviewing and Agreeing to the Original Position Description**

Signed on behalf of Bass Coast Health

<b>NAME</b> (please print)		
<b>SIGNATURE:</b>		<b>DATE:</b> ___ / ___ / ___