

## Role description

<b>Job ad reference:</b>	H2605WB683194
<b>Role title:</b>	Clinical Director (Anaesthetics)
<b>Status:</b>	Permanent Full Time (80 hours p.f.) (Please note: future vacancies of a temporary, full time and part time nature may also be filled through this recruitment process)
<b>Unit/Branch:</b>	Anaesthetics Department
<b>Division/Health Service:</b>	Wide Bay Hospital and Health Service
<b>Location:</b>	Hervey Bay and Maryborough Hospitals
<b>Classification level:</b>	L25 – L27 or L18 – L24
<b>Salary level:</b>	\$259,072 - \$274,678 p.a. (L25 – L27) \$216,643 - \$251,642 p.a. (L18 – L24)
<b>Total Remuneration:</b>	\$468,556 up to \$578,908 p.a.
<b>Closing date:</b>	Thursday, 18 <sup>th</sup> June 2026 (applications will remain current for 12 months)
<b>Contact:</b>	Katrina Ollis
<b>Telephone:</b>	(07) 4325 6861
<b>Online applications:</b>	<a href="http://www.careers.health.qld.gov.au">www.careers.health.qld.gov.au</a>
<b>Application Enquiries:</b>	If you have any queries in relation to applying online, please contact Recruitment Services on (07) 4150 2250.

### About Wide Bay Hospital and Health Service

Wide Bay Hospital and Health Service is responsible for the delivery of public hospital and health services including medical, surgical, emergency, obstetrics, paediatrics, specialist outpatient clinics, mental health, critical care and clinical support services to people residing in a geographical area which incorporates the North Burnett, Bundaberg and Fraser Coast local government areas and part of Gladstone local government area (Miriam Vale).

### Our Vision

Care, connection, compassion for all

### Our Purpose

To compassionately care and connect with the Wide Bay community and our staff to provide excellence in regional health services.

### Our Strategic Directions



**Optimise and transform:** enhance and transform health services to improve patient outcomes.



**Equity and access:** service delivered are equitable and accessible to the community.



**Embed technology:** Increase access to virtual care through embedded technology.



**Foster partnerships:** partner with diverse stakeholders to better serve the community.



**Nurture and future-proof workforce:** strengthen our workforce to ensure care, connection and compassion for all.

If you want more information about **Care, Connection, Compassion for all** visit our website: [www.health.qld.gov.au/widebay](http://www.health.qld.gov.au/widebay)

To find out more about Queensland Health, visit [www.health.qld.gov.au](http://www.health.qld.gov.au)  
May 2019





## Purpose

- The Clinical Director Anaesthetics will lead the department and provide high quality clinical services within the Anaesthetics Department, Wide Bay Health Hospital and Health Service.
- As part of the appointment the appointee will be expected to be involved in undergraduate and post graduate teaching and research as appropriate.
- The Clinical Director Anaesthetics will develop and implement the practice of continuous quality improvement and total quality management at management and patient levels. The incumbent will develop appropriate quality activities and clinical audits.
- The Director will work collaboratively with Nurse Director Perioperative Care and Nurse Director of Critical Care to promote efficient use of theatres.
- The Director will work with senior staff including the Director of Medical Services to implement contemporary models of care delivery and staffing models to ensure best value and safe care is achieved through innovation and patient-centred care.

## Staffing and budget responsibilities

- This position reports operationally to the Executive Director Fraser Coast and professionally to the Director of Medical Services and Executive Director of Medical Services.
- The Senior Medical Officers, Visiting Medical Officer and Resident Medical Officers will report to the Director as appropriate.

## Your key responsibilities

- Fulfil the responsibilities of this role in accordance with the Wide Bay Hospital and Health Service values outlined above.
- To comply with the obligation to act and make decisions in a way that is compatible with human rights and, when making a decision, to give proper consideration to human rights as required by the Human Rights Act 2019.
- Supervise, assess, and teach junior doctors who are Australian Medical Council's Workplace based Assessment candidates.
- Provide services in accordance with the goals, policies and procedures of the Wide Bay Hospital and Health Service. This accountability specifically entails the economic use of staff, equipment, consumables, drugs and facilities in the delivery of service.
- Be directly responsible for, and the direction of, Anaesthetic, Perioperative, management of each patient including those managed directly by junior medical staff.
- Be responsible for orientation, education, evaluation and performance feedback of medical staff in the department.
- Foster clinical and academic relationships within the Wide Bay Hospital and Health Service and the broader clinical community.
- Provide management of patients' complaints, medico-legal reports, police statements and any other administrative matters relevant to the department.
- Actively support and undertake Teaching of Undergraduate and Post-Graduate Clinical Staff including medical and non-medical clinicians as well as non-clinical staff as required.
- Supervise, assess, and teach junior doctors who are Australian Medical Council's Workplace based Assessment candidates.
- Supporting and working harmoniously with:
  - Your immediate (medical) team and Multidisciplinary members of your workplace
  - Other Departments/Facilities within the HHS
  - External Stakeholders
- Develop, display and utilise high level Communication Skills in all modalities including:
  - Professional quality written communication in all documentation, including the medical record and emails as well as formal letters and reports.
  - Audio and Visual communication, from formal presentations to informal conversations.
  - Non-Verbal communication, including body language and other forms of communication.
- Actively participate in Quality Improvement, Risk Management, Peer Review and Audit and demonstrate positive change as a result, including support for National and College quality standards.



- Demonstrate Ethical Practice and Decision Making – in both clinical and non-clinical areas, including fulfilling all responsibilities of this role in accordance with Queensland Health's core values, and the Queensland Public Service Code of Conduct at all times.
- Undertake self-initiated Reflective Practice and maintenance of Continuing Professional Development (CPD) to maintain professional competence and expertise.
- Ensure high quality and timely Clinical and Non-Clinical Documentation and Management of Information whether paper-based or enabled by information technology. This includes being responsible for the quality and timeliness of documentation of medical staff who report to you, including junior doctors.
- Demonstrate Leadership and provide Clinical Governance and Supervision of staff reporting to you, including junior medical staff.
- Be aware of, and comply with Legislation that applies to your area, as well as contributing to, and following QH, HHS and Local Policies and Procedures as published from time to time.
- Management of Resources available to you, including Value Management to reduce waste, and ensure that the resources available are used to deliver the greatest good to the greatest number of patients/clients.
- Support and/or Undertake Research within your area of practice, including the obtaining of research funding where possible. (Within the Ethics framework as outlined above)
- Develop and maintain Effective Working Relationships and Empathy in dealings with colleagues and patients/clients as well as external stakeholders.
- Actively encourage within your team, respect for Cultural Diversity including promotion of indigenous health.
- Assist to identify Future Trends and contributing to/undertaking Planning for the health service.
- Actively engage in Technology Assessment and Systems Improvement initiatives within your SoCP.
- Be a Patient Advocate and Engage positively with Patients and their Care.

## Delegations

This role has been assessed with the following delegations:

1. Human Resource delegation – Band 6 as per the WBHHS Human Resource Delegations Manual
2. Financial Delegation – Band 10 as per the WBHHS Financial Delegations Manual

## Key Responsibilities - Occupational Health and Safety

- All staff of Wide Bay Hospital and Health Service are responsible for making the health system safer and more effective by:
  - Having an understanding of their broad responsibilities as a team member and an individual for maintaining safety and quality in health care.
  - Ensuring that safety and Quality Procedures are followed.
  - Participate in the review of procedures individually or as part of a team.
  - Participate in the development and implementation of organisational processes that improve health care services, development and implementation of safety systems, engagement in improvement initiatives and related training.
  - Take reasonable care of your own health and safety and ensure that your acts/omissions do not adversely affect the health and safety of others.
  - Complete all necessary Occupational Health and Safety (OHS) training and comply with OHS Policy and procedures.
  - Report OHS incidents and assist with risk assessments.
  - All WBHHS workers have the ability to remove themselves from work situations that they consider present and imminent and a serious danger to their life and / or health. If an event of this nature were to occur the worker shall report the incident immediately to a supervisor / manager without reprisal
  - Ensure the health and safety of WBHHS workers while at work
  - Provide OHS information, training and supervision
  - Support Incident investigation, undertake risk assessments and ensure risk control measures are implemented
  - Officers are required to take reasonable steps that will support health and safety culture, accountability, the allocation of resources and development of appropriate policies.



- Due diligence requirements enable an officer to ensure the person conducting the business or undertaking (PCBU) uses and applies appropriate resources, policies, procedures and health and safety practices in the conduct of business or undertaking.
- If Officer fails to exercise due diligence requirements, they can be held personally liable.
- The duty to exercise due diligence will always remain with the officer and cannot be out sourced or delegated to trained safety officer

### Duty Statement

In conjunction with your Line Manager a detailed Duty Statement will be developed outlining specific duties and targets within the department, stream and division aligned to a Job Plan. All doctors will be expected to actively engage in this process as part of their role as a Health Advocate and Manager as outlined above.

### Clinical Directors

Clinical Directors are expected to demonstrate leadership qualities and have a significant role in managing and planning within their departments, and to provide a role model for other staff.

### Key Performance Indicators

In line with your Senior Medical Officer letter of Employment, KPIs will be developed in consultation with your Line Manager and these may be at the level of your department or as an individual. These KPIs will support the Key Responsibilities as outlined above and for Clinical Directors and Medical Managers these will include specific management-related indicators relevant to their role.

### Qualifications/Professional registration/Other requirements

- Mandatory possession of a Medical qualification from a registered tertiary institution and Registration with the Medical Board of Australia (Australian Health Practitioner Regulation Agency) with a current annual practicing certificate is essential.
- Fellowship of the Australian and New Zealand College of Anaesthetists (ANZCA) is preferred, as recognised by the Australian Medical Council, including maintenance of CPD and good standing as required by AHPRA for the maintenance of Specialist Registration.
- Specialist Registrants will be preferred in all positions; however non-specialists or overseas trained specialists may be considered where appropriate and significant progression towards fellowship can be demonstrated. Applicants who have completed specialist qualifications but are yet to be registered as a specialist are encouraged to apply.
- All such qualifications should be submitted to AHPRA for inclusion on their website in which case, this will provide evidence of qualification. Copies of the required information must also be provided in sufficient time to enable the awarding of Scope of Clinical Practice (SoCP) prior to the commencement date.
- All applicants must be awarded Scope of Clinical Practice (SoCP) by the Wide Bay Hospital and Health Service Credentialing and SoCP committee. Information presented for application will be presented to the committee during the selection process, and all appointments are subject to maintenance of SoCP within the CSCF for the facilities in which clinical work is to be undertaken. **This process must be completed prior to commencement.**
- Appointment to this position requires proof of qualification and if applicable registration or membership with the appropriate registration authority or association. Certified copies of the required information must be provided to the appropriate supervisor/manager, prior to the commencement of clinical duties.
- This position requires the incumbent to work at other facilities within the Wide Bay Hospital and Health Service.
- **Licence to Operate Vehicle:** This position requires the incumbent to operate a class C motor vehicle and an appropriate licence endorsement to operate this vehicle is required. Proof of this endorsement must be provided prior to the commencement of duty.
- **Hepatitis B Vaccination:** Health Care Workers in Queensland Health whose occupation poses a potential risk of exposure to blood or body fluids must be immunised against Hepatitis B according to the National Health and Medical Research Council Australian Immunisation Handbook and the Queensland Health Infection Control Guidelines.



- **Vaccination of Preventable Diseases:** It is a condition of employment for this role for the employee to be, and remain, vaccinated against the following vaccine preventable diseases during their employment: measles, mumps, rubella, varicella (chicken pox) and pertussis (whooping cough). Existing staff that are engaged prior to 1 July 2016 are not subject to this condition of employment unless they apply for a role with VPD requirements that is with a different Queensland Health entity (i.e. one HHS to another HHS, Department to a HHS, or HHS to Department)
- **Tuberculosis (TB):** It is a condition of employment for this role for the employee to be assessed for their risk of TB. Existing staff that are engaged prior to 14 December 2018 are not subject to this condition of employment unless they apply for a role that is with a different Queensland Health entity (i.e. one HHS to another HHS, Department to a HHS, or HHS to Department). Should existing staff be concerned about their TB status, they should consult their GP or contact the Metro South Clinical Tuberculosis Services on (07) 3176 4141 or (07) 3176 4166 for advice.

### Pre-Existing Injury or medical condition

Wide Bay Hospital and Health Service (WBHHS) takes seriously its legislative obligations to manage the risks associated with pre-existing injury or medical conditions of prospective employees.

Further to WBHHS's obligation under Section 18 of the Work Health and Safety Act 2011, whereby employers are required to provide and maintain, so far as practicable, a working environment that is safe and without risks, Section 571 of the Workers' Compensation and Rehabilitation Act 2003 (WCR Act) enables prospective employers to give a prospective worker a written notice:

- Requesting that the prospective worker disclose any pre-existing illnesses or injuries of which they are aware, which could be reasonably aggravated by performing employment related duties; and
- Informing the prospective worker that a failure to disclose or a false or misleading disclosure means that the employee may not be entitled to compensation under the WCR Act for a work-related aggravation of the pre-existing illness or injury.

### Are you the right person for the job?

You will be assessed on your ability to demonstrate the following key attributes. Within the context of the responsibilities described above, the ideal applicant will be someone who can demonstrate the following:

- Demonstrated ability to provide strategic and clinical leadership to the Anaesthetics Department
- Demonstrated knowledge in contemporary clinical and technical expertise in medical service provision in a large hospital environment and a willingness to teach others, including interns, junior medical officers and undergraduate medical students, nursing and allied health staff
- High level verbal and written communication skills and the ability to work and liaise with junior and senior medical staff, and other health professionals
- Demonstrated commitment to continuing professional education and development, including maintenance of personal knowledge and skills
- Commitment to the principals of quality improvement, patient safety and clinical governance

### How to apply

Please provide the following information to the panel to assess your suitability:

- **Your current CV or resume, including referees.** You must seek approval prior to nominating a person as a referee. Referees should have a thorough knowledge of your work performance and conduct, and it is preferable to include your current/immediate past supervisor. By providing the names and contact details of your referee/s you consent for these people to be contacted by the selection panel. If you do not wish for a referee to be contacted, please indicate this on your resume and contact the selection panel chair to discuss.
- **Medical CV Template.** Applicants are to complete the Medical CV Template provided.
- **Australian Medical Council (AMC) Computer Adaptive Test (CAT) Multiple Choice Question (MCQ) Examination.** Applicants who hold an AMC CAT MCQ examination outcome, please provide all pages of the examination document with your application. (Junior Doctors Only)
- **A short statement (maximum 1–2 pages)** on how your experience, abilities, knowledge and personal qualities are relevant for the role, taking into account the key responsibilities and attributes noted in the 'Are you the right person for the job?' section.
- **Submit your application online at [www.careers.health.qld.gov.au](http://www.careers.health.qld.gov.au)** by the closing date ensuring completion of the online questionnaire.



- **Late applications** cannot be submitted online. For a late application to be considered, please arrange approval and submission via the contact person.

### About the Health Service/Division/Branch/Unit

Wide Bay Hospital and Health Service (WBHHS) provides health services to a fast growing regional area. The Health Service covers the coastal stretch from Agnes Waters in the north to Maryborough and Hervey Bay in the South and includes the accompanying rural hinterland. Included in WBHHS are Hervey Bay and Maryborough Hospitals and Bundaberg Hospital, the main referral centres, with health facilities at Gin Gin, Childers, Biggenden, Eidsvold, Mundubbera, Gayndah, Mt Perry and Monto. The WBHHS serves a population of approximately 225,000 residents.

Across the Health Service, a range of specialty services are provided including acute care, surgical, medical, maternity, mental health rehabilitation and aged care services. Hervey Bay and Bundaberg Hospitals provide care in some major adult specialties and provide support to the surrounding smaller rural hospitals in the Health Service. The Health Service has a number of Multipurpose Health Services that provide access to integrated health and aged care services to smaller communities. WBHHS promotes the use of Telehealth, which enables patients to receive quality care closer to home via videoconferencing technology, reducing the need for travel and increasing access to specialised healthcare for people in regional and rural communities.

The Health Service provides a variety of primary and community health services including oral health, child health, school health, health promotion, environmental health, aged care and rehabilitation, aged care facilities, sexual health services and drug and alcohol services. WBHHS also provides a comprehensive and fully integrated mental health service to residents in both the community and acute care settings.

The Wide Bay is well known for its relaxed lifestyle, natural beauty and local attractions. Bundaberg is located at the southern tip of the Great Barrier Reef with access to coral islands and scuba diving. Possibly the most famous beach in Bundaberg is Mon Repos. Located 15kms east of Bundaberg, Mon Repos is known for having the largest concentration of nesting marine turtles on the eastern Australian mainland and is considered one of the two largest loggerhead turtle rookeries in the South Pacific Ocean. For a taste of the Australian bush, Cania Gorge, located in the hinterland west of Monto, is popular for bushwalks and abseiling.

The Fraser Coast includes the world-heritage listed K'gari (formally known as Fraser Island), which has a unique and unspoilt landscape including rainforests with abundant fresh water lakes and crystal clear creeks. From July to November, during their annual migration, Humpback whales take time out in the protected waters of Hervey Bay. The whales perform a variety of behaviours providing a spectacular display for visitors and locals.

The land within the WBHHS region encompasses the following Tradition Custodian Groups: Butchulla; Bylee; Gooreng Gooreng; Gurang; Kabi Kabi; Taribelang Bunda and Wakka Wakka.

Wide Bay Hospital and Health Service respectfully acknowledges the traditional owners and custodians, both past and present, of the area we service. We also declare our commitment to reducing inequalities in health outcomes for Aboriginal and Torres Strait Islander people in line with the Australian Government's Closing the Gap initiative.

### Regional Medical Pathway

Bundaberg and Hervey Bay are the Wide Bay's lead sites for the Regional Medical Pathway (RMP), a major partnership between The University of Queensland, CQUniversity and the Wide Bay and Central Queensland Hospital and Health Services. The RMP provides local community supported, end-to-end medical education and training designed to address workforce shortages in the Central Queensland and Wide Bay regions. This Pathway involves student placements across the education continuum and learning opportunities through pre-vocational and vocational training. The RMP includes a variety of opportunities for clinicians to engage as teachers, mentors, tutors and researchers as a way of ensuring the future of the medical profession in regional, rural and remote Queensland.



## Pre-employment screening

Pre-employment screening, including criminal history and discipline history checks, may be undertaken on persons recommended for employment. The recommended applicant will be required to disclose any serious disciplinary action taken against them in public sector employment, as well as any other availability information that could preclude them from undertaking the role. Roles providing health, counselling and support services mainly to children will require a Blue Card. Please refer to the Information Package for Applicants for details of employment screening and other employment requirements.

## Health professional roles involving delivery of health services to children and young people

All relevant health professionals (including registered nurses and medical officers) who in the course of their duties formulate a reasonable suspicion that a child or young person has been abused or neglected in their home/community environment, have a legislative and a duty of care obligation to immediately report such concerns to the Department of Child Safety.

All relevant health professionals are also responsible for the maintenance of their level of capability in the provision of health care and their reporting obligations in this regard.

## Diversity

Wide Bay Hospital and Health Service is an equal opportunity employer that embraces diversity and is committed to eliminating discrimination.

We strive to provide a supportive and inclusive work environment in which all our employees are valued and empowered. We recognise the positive impact, innovation and opportunity that different perspectives, experiences, beliefs, cultures and ideas bring to the workplace. Our diversity and inclusion efforts will focus on:

- People with disability and people from other disadvantaged groups
- People who identify as being of Aboriginal or Torres Strait Island descent
- Women
- People from culturally and linguistic backgrounds

## Sustainability

Wide Bay Hospital and Health Service is committed to providing high-quality, low-carbon health care, and all staff are expected to optimise our resources for patient and community benefit.

Our [Environmental Sustainability Strategy](#) sets out how we will reduce our environmental impact while maintaining our excellence in standards of healthcare provision, with the help of detailed action plans.

Staff from across all streams have the opportunity to be a member of our Environmentally Sustainable and Climate Resilient Healthcare Committee, and are encouraged to join the WBHHS Green Team in pursuit of continual quality and environmental improvement.

## Salary Packaging

To find out whether or not your work unit is eligible for the Public Hospital Fringe Benefits Tax (FBT) Exemption Cap please refer to the Salary Packaging Information Booklet for Queensland Health employees available from the Queensland Health Salary Packaging Bureau Service Provider – RemServ at <http://www.remserv.com.au>. For further queries regarding salary packaging RemServ's Customer Care Centre may be contacted via telephone on 1300 30 40 10.

## Disclosure of Previous Employment as a Lobbyist

Applicants will be required to give a statement of their employment as a lobbyist within one (1) month of taking up the appointment. Details are available at:

[https://www.forgov.qld.gov.au/\\_data/assets/pdf\\_file/0033/185919/lobbyist-disclosure-policy\\_0.pdf](https://www.forgov.qld.gov.au/_data/assets/pdf_file/0033/185919/lobbyist-disclosure-policy_0.pdf)



## Probation

Employees who are permanently appointed to Queensland Health may be required to undertake a period of probation appropriate to the appointment. For further information, refer to Probation HR Policy B2 [HR Policy B2 - Probation \(health.qld.gov.au\)](http://health.qld.gov.au)

## No Smoking Policy

From 1 January 2015, it is against the law to smoke at all public and private health facilities, and for five metres beyond their boundaries. These laws include all staff and patient residential areas on healthcare facility land.

## Privacy Notice

Personal information collected by Wide Bay Hospital and Health Service (WBHHS) is handled in accordance with the *Information Privacy Act 2009*. All personal information collected will be securely stored and will not be disclosed to other third parties without consent. For information about how WBHHS protects your personal information, or to learn about your right to access your own personal information, please see [www.health.qld.gov.au](http://www.health.qld.gov.au)

WBHHS may use applicant details to provide promotional information about job opportunities and organisational updates relating to WBHHS. Applicants can unsubscribe from these communications at any time by emailing: [Recruitment-Wide-Bay@health.qld.gov.au](mailto:Recruitment-Wide-Bay@health.qld.gov.au)

## Values in Action – what our values mean for you:

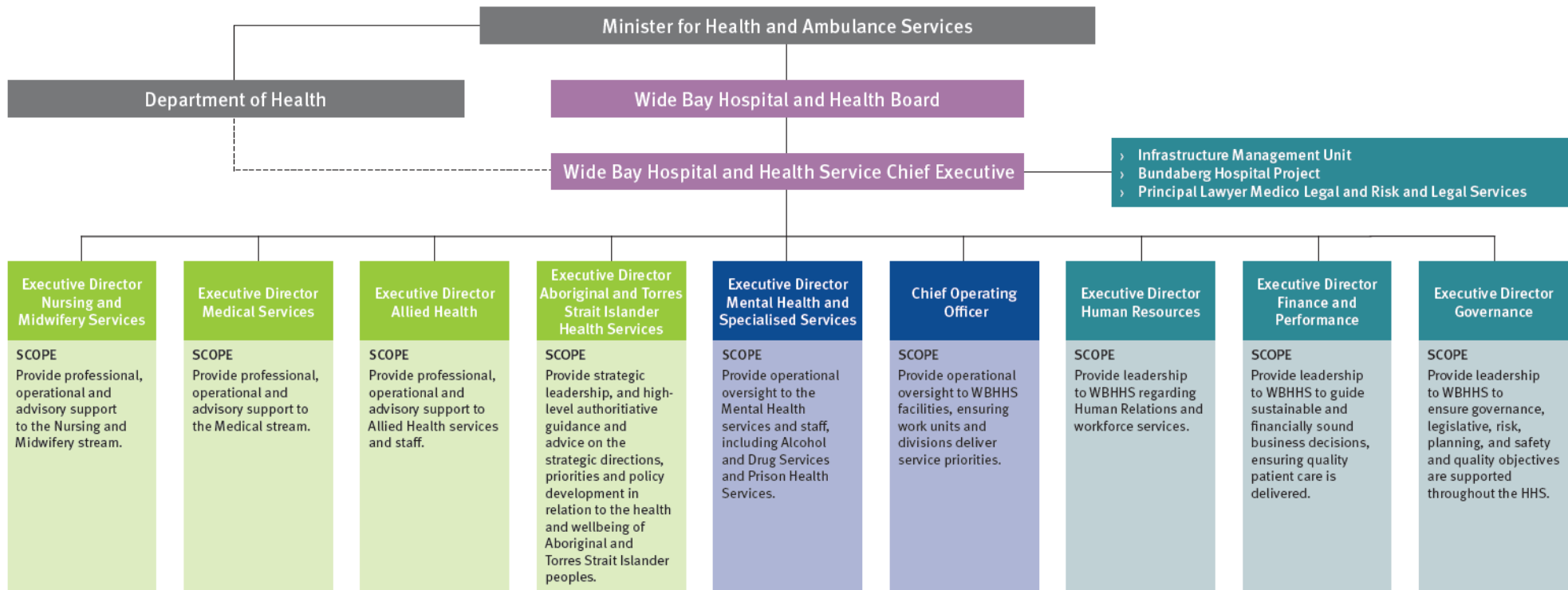
 <p><b>Collaboration</b></p>	<p>Team mindset, one service. Be kind and supportive of one another, band together – “have each other’s back”, contribute to a safe learning environment that increases capability and to make recommendations, however small, to improve.</p>
 <p><b>Accountability</b></p>	<p>Hold ourselves accountable to higher standards, take personal responsibility, have a “can-do” attitude, strive to exceed expectations. Recognise risks and speak out to ensure safety for all.</p>
 <p><b>Respect</b></p>	<p>To treat all as you would wish to be treated yourself, to recognise and value diversity, to actively listen to other’s opinions and to speak with consideration of others in mind.</p>
 <p><b>Excellence</b></p>	<p>From appearance to communication, consistently upholding higher levels of professionalism, demonstrating dedication, making a positive difference and striving to be the best in all that we do.</p>
 <p><b>Through patients’ eyes</b></p>	<p>Ensuring all that we do is focused on the patient and that we treat everyone equitably, with empathy, compassion and dignity, as you would a loved one.</p>

## Vision for the public service

To be a government of the 21st century, one government that is connected and working together to deliver smarter, simpler outcomes that are responsive to the needs of Queenslanders now and for the future. We will create opportunities in partnership that are all about positive outcomes rather than just service delivery and regulation.

**To enable this vision, the Queensland Public Service (QPS) is transforming from a compliance focus to a more values-led way of working. The five values statements underpin behaviour’s that will support and enable better ways of working and result in better outcomes for Queenslanders.**

<https://www.forgov.qld.gov.au/our-values>



**Professional Directorates - Stream Leadership**  
 Executive Directors and other professional leads promote and drive their profession at a strategic level. These roles provide assistance to Managers and Clinicians to promote a culture of high-quality, evidence-based, efficient and safe patient care. Professional leads are also expected to lead sustainability and improvement initiatives.

**Clinical Service - Operational Leadership**  
 The Executive Directors, Operational Executives and other clinical leads work in a collaborative manner to provide integrated patient care across the continuum and geography of WBHHS. These roles are supported by the Professional and Support Directorates.

**Support Directorates - HHS-wide Leadership**  
 The Support Directorates work in collaboration with the Clinical and Professional areas to support the provision of quality care, every day. The Executive Directors and other staff support WBHHS to promote organisational accountability and systems to support HHS decision making. In particular, the Support Directorates and their respective Executive Directors lead a range of governance, finance and HR/IR functions.