

Austin Health Position Description



Position Title:

Classification:	Fellow
Business Unit/ Department:	Radiation Oncology – Clinical Research Fellow
Agreement:	National Employment Standards
Employment Type:	Full-Time
Hours per week:	38 Hours per Week
Reports to:	Professor/Director of Radiation Oncology
Direct Reports:	
Financial management:	Budget:
Date:	12 October 2018

About Austin Health

Austin Health is one of Victoria's largest health care providers. Comprising the Austin Hospital, Heidelberg Repatriation Hospital, Royal Talbot Rehabilitation, Hospital in the Home and community based health services; Austin Health is an internationally recognised leader in clinical teaching, training and research, with numerous university and research institute affiliations.

Austin Health employs near 9,000 staff across its sites; including over 1,600 doctors and 3,000 nurses, and delivers a full range of leading edge clinical services, including several state-wide services (liver transplant, spinal cord injury service, respiratory support service, child inpatient mental health service). In total, Austin Health provides over 900 beds, including mental health, aged-care and rehabilitation beds and a range of community and in the home services. The current annual operating budget is in excess of \$960 million.

Austin Health delivers vital state-wide services to all Victorians, including to diverse multicultural and veteran communities. It also provides community and specialty services to the people of Melbourne's north-eastern corridor in a safety-focused, team-oriented and stimulating work environment.

Austin Health's current vision is to change healthcare for the better through world class research, education and exceptional patient care.

Our values define who we are, shape our culture and the behaviours, practices and mindset of our people. Our values are: Our actions show we care, we bring our best, together we achieve and we shape the future. www.austin.org.au/about-us

Austin Health is committed to providing an inclusive culture where all employees can contribute to the best of their ability and strive to develop further. Find more at <http://www.austin.org.au>

Position Purpose

- To provide timely and caring medical expertise in Radiation Oncology field to patients suffering from cancers and benign conditions
- To demonstrate research interest in Radiation Oncology field
- To provide timely responses to multiple clients including referring doctors and other units within the hospital

About Radiation Oncology

Austin Health is one of the largest cancer service providers in Victoria. A complete range of services are delivered to patients and their families, including medical oncology, clinical haematology, radiation oncology (Austin and Ballarat), cancer genetics, palliative medicine, wellness and supportive care programs, an active volunteer program and specialist cancer surgery. These are all provided in an environment that integrates research, teaching and training.

Austin Health has recently undertaken a major redevelopment of the physical facilities that Cancer Services are provided in. All of Austin Health metro based Cancer Services are now delivered within the Olivia Newton John Cancer and Wellness Centre (ONJCWC) at the Austin Hospital. This state of the art facility provides a new model of individualised cancer care for patients and their families.

The role of the Radiation Oncology Centre is to provide radiation oncology treatment services to patients with cancer. Established in 1992 the Radiation Oncology Centre provides a full range of treatment types to service the diverse needs of cancer patients. It is an innovative and progressive Radiation Oncology Centre located within the Olivia Newton John Cancer and Wellness Centre at the Austin Campus.

The Centre is equipped with three dual energy accelerators with high energy electrons, superficial and orthovoltage treatment machines and HDR brachytherapy. The treatment service is supported by two CT simulators and Elekta planning system (XiO and Monaco). The service provides a comprehensive program including IGRT, IMRT, and Stereotactic. It provides services to 1300 patients per year from the north-east region and country Victoria. The Centre provides a streamline service for veteran patients across the State of Victoria.

The Centre also provides true multidisciplinary service as part of the and directly provides a variety of nursing and allied health service to all patients in their care.

The Radiation Oncology Centre has a multidisciplinary team of 30-40 EFT. The Director provides clinical direction and leadership and is supported by the General Manager, RT Manager and Chief Physicist who coordinate all operational activities so that quality patient care is provided in a timely, and efficient manner.

Purpose and Accountabilities

Role Specific:

Clinical

- Direct responsibility for management of patients referred for Radiation Oncology opinion and treatment, including simulation, planning and ongoing review of all patient's treatment progress.
- Participation in multidisciplinary clinics to identify suitable clients for participation in clinical research.
- Participation in the delivery of radiotherapy services in the outlying clinic.

Teaching, Education & Research

- Participate in medical undergraduate and postgraduate education in Radiation Oncology.
- To provide teaching in Radiation Oncology to junior Radiation Oncology Registrars. (For Post Part II candidates)
- Maintain a knowledge of up-to-date advances in Radiation Oncology through ongoing education
- Participate in, and foster, quality research activities within the Department, Cancer Services and the Medical Centre

Administrative

- Assist and manage appropriate documentation related to clinical research projects
- Ensure all records and notes are completed in a timely manner

Quality Assurance

- Participate in the comprehensive Quality Assurance Program in Radiation Oncology.
- Participate and ensure Quality Assurance Procedures are carried out with Radiation Oncology clinical research project.

All Employees:

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on the intranet (The Hub): <http://eppic/>
- Report incidents or near misses that have or could have impact on safety - participate in identification and prevention of risks
- Comply with the Code of Conduct

People Management Roles:

- Ensure clear accountability for quality and safety within the department
- Ensure incident management systems are applied and a response to local issues and performance improvement occurs; ensure the risk management system is functional
- Be aware of and comply with the core education, training and development policy.

Selection Criteria

Essential Knowledge and skills:

- A commitment to Austin Health values: Integrity, Accountability, Respect and Excellence
- Registered Medical Practitioner in the State of Victoria
- Have appropriate training and experience applicable to the field of Radiation Oncology
- Demonstrated commitment to high quality patient care
- Demonstrated capability and interest in research
- Demonstrated commitment to teaching
- Demonstrated ability to communicate at all levels
- Demonstrated teamwork and collaboration
- Computer skills including use of email and the internet
- Demonstrated understanding of Clinical Governance

Desirable but not essential:

- A sound understanding of information technology including clinical systems and applications relevant to the Management of rostering and risk management reporting or as required for the role and/or department

General Information

Austin Health is a Child Safe Environment

Austin Health is committed to child safety. We want children to be safe, happy and empowered. We support and respect all children, as well as our staff and volunteers. Austin Health has zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously in line with legal obligations and our policies and procedures.

Equal Opportunity Employer

Applications from Aboriginal and Torres Strait Islanders are encouraged to apply. For more information about working at Austin Health, please follow this link to Austin Health's Aboriginal Employment website: <http://www.austin.org.au/careers/Aboriginalemployment/>

Document Review Agreement

Manager Signature	
Employee Signature	
Date	