

Role description

Mackay Hospital and Health Service

Role details

Job ad reference	QLD/359563	Classification	OO5
Role title	Aboriginal and Torres Strait Islander Advanced Health Worker	Salary	\$2,606.80 - \$2,867.00 p.f \$68,010 - \$74,798 p.a
Employment status	Permanent Full Time (76 hours p.f.)	Closing date	Monday, 4 January 2021
Unit / Team / Department	Renal Unit	Contact name	Corinne Alsemgeest Nurse Unit Manager, Renal Services
Division	Lifespan Medical and Critical Care	Contact number	07 4885 5585
Facility	Mackay Base Hospital		
Location	Mackay		

Applications must be submitted online via the [Smartjobs](#) website

Your employer—Mackay Hospital and Health Service

Our values

The Mackay Hospital and Health Service provides a working environment which embraces professional development, builds capabilities, provides roles with variety and flexibility, supports staff to maximise their health and wellbeing and encourages work/life balance. To support that the Mackay Hospital and Health Service is regarded as an employer of choice, staff have been consulted and selected four (4) values they strive to demonstrate in their daily activities:



Through partnerships and co-operation, we drive innovation



Having confidence and belief in each other to be able to rely and depend on our actions



We show respect and compassion for the people we care for and work with



We depend on and support one another individually and as a team

There is an expectation of each employee, by their colleagues, manager and the Executive, to exhibit values-based behaviours in the completion of all their tasks.



About the Mackay Hospital and Health Service

The Mackay HHS region covers Sarina in the south, Clermont in the west, and Bowen and the Whitsunday Islands in the northeast. It services approximately 182,000 people in an area of approximately 90,000km².

The Mackay Hospital and Health Service has six hospitals, two Multi-Purpose Health Services and three community health centres that employ more than 3,300 staff. The Mackay Base Hospital is the referral hospital for the rural facilities at Proserpine, Bowen, Dysart, Clermont, Collinsville, Moranbah and Sarina. Proserpine Hospital is the largest rural facility and offers birthing and surgical services.

Our staff are passionate about community engagement and delivering outstanding healthcare services to the communities in the Mackay HHS region.

The Mackay Hospital Health Service acknowledges the Traditional Custodians within our HHS boundaries and is invested in the Closing the Gap initiatives, in particular, wanting to engage a workforce that reflects the communities we serve. We strongly encourage Aboriginal and Torres Strait Islander peoples to apply for all advertised positions. The Mackay Hospital Health Service values its people, respecting and embracing diversity and a balance between work and life commitments. People of all ages, abilities, gender and ethnicity are encouraged to apply for positions.

To reflect the growing demand for health care in the region, the Mackay Base Hospital has been redeveloped at a cost of \$408 million with a current bed capacity of 236 beds. The redeveloped hospital is a digital hospital, equipped with leading edge technology to assist staff to provide the highest level of care and comfort to our patients. It is the first regional hospital in Queensland to have the complete integrated electronic medical record. The hospital provides specialist services in obstetrics, gynaecology, paediatrics, orthopaedics, psychiatry, urology, oncology and cardiac and many other specialty areas. New services implemented since 2018 include additional ward space in Mackay Base Hospital, Ear Nose and Throat Surgery, seven day interventional Cardiology, Renal Dialysis in Bowen and the ongoing capital redevelopment of rural facilities.

For more information visit: [Mackay Hospital Health Service](#).

About the Unit / Team / Department

The Mackay Renal Service comprises of a Renal Haemodialysis Unit at the Mackay Base Hospital, Home Therapies Unit at the Community Health Centre located in the city heart of Mackay and a Satellite Unit at the Bowen Hospital. The Renal Service provides dialysis care to over 80 patients, reviews over 700 Chronic Kidney Disease patients at varying stages of the disease and provides follow up care to 60 transplant recipients.

Your opportunity

To provide a high standard of renal care and dialysis to clients, including delivering specific health care programs, assessing and treating clients, maintaining health care systems and providing education for client focused end stage kidney disease management and renal replacement therapy in order to contribute to better health outcomes for Aboriginal and Torres Strait Islander people.

Your role

Generic responsibilities:

- Fulfil the responsibilities of this role in accordance with the Queensland Public Service and the Mackay HHS Values as outlined above and [here](#).
- Understand your broad responsibility for safety and quality in healthcare, actively participate in continuous quality and safety improvement activities within the workplace and notify a relevant clinical or non-clinical responsible officer when concerns exist about workplace or patient safety.
- The provision of a Healthy and Safe environment within Mackay Hospital and Health Service is everyone's responsibility.
- Carry out work in accordance with prescribed practices and procedures and in a manner that will not create health and safety hazards for yourself or others in the workplace. Understand your accountability to uphold the principles and practices of the Health Service's Health and Safety Management System in accordance with legislation and industry standards. For supervisors, actively promote good health and safety practices to staff of your work area.
- Employees who are appointed to the Mackay HHS are accountable for information security, management and appropriate use, in accordance with legislation, standards, policies and procedures.

Role-specific responsibilities:

- Provides Aboriginal and Torres Strait Islander Health Workers support across both Renal Dialysis and Home Therapies Units and outreach within the MHHS catchment area.
- Manages client caseload providing haemodialysis and peritoneal dialysis in accordance with MHHS policies and procedures, and within scope of practice, as per Aboriginal and Torres Strait Islander Health Worker Career Structure (revised 2009)
- Participates in a multi-disciplinary problem solving approach to client case management.
- Manages workload, prioritising care while working as a team member seeking help from or providing help to colleagues as needed
- Manages primary client caseload, discussing concerns with the Team leader or Medical Officer, and making referrals to the allied health team as appropriate.
- Facilitates cultural considerations and competencies to other staff as required.
- Acting as an advocate for clients throughout their ongoing care and interactions with the health care system.
- Participates in the management of unit portfolios as necessary.
- Ensure all documentation is timely and accurate and entered in to the patients record.
- Encourage and educate patients to be as self-caring and independent as possible.
- Educate client and family in a culturally sensitive manner on disease and treatment options by providing verbal, visual and written information.
- Actively and effectively encourage client/family to engage in practices conducive to optimising health.
- Be self-directed and show initiative under the guidance of the team leader.
- Undertake additional duties under the direction of your Line manager.
- Practises predominately with indirect supervision while assisting with the care of recipients of healthcare services as delegated by the registered nurse.
- Seeks assistance and support in their decision making from a registered nurse.

- Working in close collaboration with the Renal team Clinical Nurse Consultant and Clinical Nurse for CKD services to deliver coordinated care.
- Considering the needs and unique factors of social and cultural groups represented within the defined community and involves these groups in the planning of treatment, education and services therefore empowering the Indigenous community.
- Ensuring the consumers receive culturally appropriate information regarding prevention, management of illness, health education, counselling and ongoing support.
- Participating in home visits and in-service education to other hospitals within HHS.
- Participating in renal clinics (including telehealth), including patient observation and data entry.
- Assisting in providing culturally appropriate home training for clients choosing home haemodialysis or peritoneal dialysis.
- Providing supportive non-clinical duties for the team including completing clinical documentation, recording activity and other data in relevant information management systems in a timely manner.
- Participating in regular team meetings, professional development, supervision and undertake training and competency development to support the clinical functions required by the multidisciplinary team.
- Assisting in the delivery of the secondary prevention program to clients with Chronic Kidney Disease in order to delay dialysis treatments under the guidance of the CKD including telehealth conferences.
- Assisting in the observations of both dialysis patients and CKD patients.
- Assisting in improving the access to support and ongoing education CKD patients.
- Assisting in raising awareness of Chronic Kidney Disease within the communities across the HHS.
- Actively participate in and maintain contact with Aboriginal and Torres Strait Islander Health Worker network and follow up any developmental and educational needs with Line Manager/ Team Leader and the Manager of the Indigenous Health Unit.

Mandatory qualifications/Professional registration/Other requirements

- **Mandatory qualification:** A Health Worker at this level must have a minimum of a Diploma in Aboriginal and/ or Torres Strait Islander Primary Health Care and proof of qualification. Certified copies of the required information must be provided to the line manager prior to commencement duties.
- **Aged Care Criminal History Clearance:** Potential applicants are advised that the *Aged Care Act 1997* requires Queensland Health employees and volunteers of aged care services (Clermont MPHS, Collinsville MPHS and other applicable areas only) to have a current National Police Certificate. Queensland Health will facilitate the applicants obtaining the above check.
- **Identified Role:** Under Section 25 of the *Anti-Discrimination Act 1991 (Qld)*, it is a genuine occupational requirement for the incumbent to be Indigenous to the Aboriginal or Torres Strait Islander Community.
- **Proof of Identify Documents:** Candidates must provide certified copies of requested proof of identify documents for the purposes of General Criminal History and National Police Certificate checks.
- **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.
- **Travel:** Travel throughout the Mackay HHS district may be required as part of this position.
- **Vaccine Preventable Diseases (VPD) Requirements:**

- 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), Pertussis (whooping cough) and Hepatitis B.
- 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.
- 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).

How you will be assessed

You will be assessed on your ability to demonstrate the following key capabilities, knowledge and experience. Within the context of the responsibilities described above under 'Your role', the ideal applicant will be someone who can demonstrate the following:

- Understanding of the social determinants of health affecting Aboriginal and Torres Strait Islander peoples and strategies to address these issues.
- Ability to deliver primary health care programs in response to the health needs of individuals, groups and communities.
- Advanced level of clinical skills appropriate for the delivery of health assessments, community screening and primary health care intervention.
- Demonstrated ability to apply knowledge and skills obtained from Diploma in Aboriginal and/or Torres Strait Islander Primary Health Care.
- Interpersonal communication skills, including client and community liaison, negotiation and networking with groups and organisations.
- Skills and ability to manage own work with broad direction through forward planning and time management, and provide supervision and mentor support to subordinate staff, demonstrating initiative in relation to service delivery.
- Ability to advocate for Aboriginal and Torres Strait Islander health issues, and advanced level skills in verbal and written communication appropriate for working with communities and key stakeholders.

Your application

Please provide the following information to the Selection Panel to assess your suitability:

- **A short response/cover letter:** Document should be a maximum of 2 pages and outlines how your experience, abilities and knowledge would enable you to achieve the key responsibilities and meet the key attributes in the “How you will be assessed” section above.
- **Your current CV or resume:** Document that includes names and contact details of two referees. Referees should have a thorough knowledge of your capabilities, work performance and conduct within the previous two years, and it is preferable to include your current/immediate/past supervisor.
- **Other documents:** Any other documentation required by the Selection Panel, if required/requested.

Additional information

- **Currency of Applications:** Applications remain current for 12 months (permanent roles) and for the duration of the vacancy (temporary roles).
- **Recruitment Agency Submissions:** Only applications from candidates will be accepted; applications that may result in an agency fee will not be considered.
- **Future Vacancies:** Future vacancies of a temporary, full-time and part-time nature may also be filled through this recruitment process.
- **Pre-Employment Screening:** Pre-employment screening, including criminal history and discipline history checks, may be undertaken on persons recommended for employment. Roles providing health, counselling and support services mainly to children will require a blue card, unless otherwise exempt.
- **Probation:** Employees who are permanently appointed to Queensland Health may be required to undertake a period of probation appropriate to the appointment.
- **Salary Packaging:** To confirm your eligibility for the Public Hospital Fringe Benefits Tax (FBT) Exemption Cap please contact the Queensland Health Salary Packaging Bureau Service Provider of your choice – RemServ (1300 304 010) or SmartSalary (1300 476 278).
- **Child Abuse/Neglect:** All relevant health professionals, who in the course of their duties formulate a reasonable suspicion that a child or youth 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 Child Safety Services, Department of Communities.
- **Disclosure of Employment as a Lobbyist:** Applicants will be required to give a statement of their employment as a lobbyist within one month of taking up the appointment. Please click [here](#)
- **Disclosure of Pre-Existing Illness:** Applicants may be required to disclose any pre-existing illness or injury which may impact on their ability to perform the role. Details are available in section 571 of the *Workers' Compensation and Rehabilitation Act 2003*, Please click [here](#) for the current act.
- **Smoke-free:** In accordance with Government requirements and Queensland Health's commitment to a healthier workplace the Queensland Health Smoking Management Policy supports a smoke-free environment. Smoking is prohibited at all Queensland public hospitals and health facilities and for five (5) metres beyond their boundaries. Queensland Health employees may obtain assistance to quit smoking through staff program Quit Smoking for Life program.

Organisational chart

