

Austin Health Position Description



Position Title: Spinal Surgery Fellow

Classification:	Surgical Spine Fellow
Business Unit/ Department:	Neurosurgery / Orthopaedic
Agreement:	Victorian Public Health Sector (AMA Victoria) - Doctors in Training Agreement 2018-2021
Employment Type:	Fixed-Term Full-Time
Hours per week:	38
Reports to:	A/Prof Gus Gonzalvo / Mr Gerald Quan
Direct Reports:	As Above
Financial management:	Budget:
Date:	February 2022

About Austin Health

Austin Health is one of Victoria's largest health care providers. Comprising of 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, 3,000 nurses and 1,000 therapy & science Allied Health staff, 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 shaping the future through exceptional care, discovery and learning.

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

Perform the duties of the position efficiently, according to the standards of the Neurosurgery and Orthopaedic Units including participating in the Austin Health performance appraisal program. The aim of the fellowship is to expose the fellow to the full range of spinal pathology. At the conclusion of 12 months it is expected that the fellow will achieve a high degree of confidence in all aspects of spinal surgery including internal fixation for trauma, degenerative disease, and scoliosis.

About The Neurosurgery Department

The Neurosurgery and Orthopaedic Units are located at the Austin Hospital, both Units are committed to the provision of high-quality patient care and maintains an ongoing commitment to Under Graduate and Post Graduate teaching. Also provided is a consultative service for other Units within Austin Health.

Purpose and Accountabilities

Role Specific:

Clinical Care

- Provide comprehensive Neurosurgical and Orthopaedic management of inpatient and outpatients.
- Participate in Unit meetings and activities.
- Manage the surgical waiting list equitably.
- Provide an on-call service as required.
- Provide a consultative service to other Units as required.
- Demonstrate a commitment to working as a team member with peer medical, resident, nursing and other staff to provide efficient, safe and quality care
- Participate in the auditing and review of clinical practices to improve clinical outcomes.
- Attendance at Division of Surgery audit is compulsory and attendance at Surgical Grand Rounds is expected.

As the fellowship is clinically based the fellow will spend approximately five sessions per week in the operating room and two sessions per week in the Austin Health Outpatient Department (one session in the Orthopaedic Spinal Outpatient Clinic and the other in the Neurosurgery Outpatient Clinic).

Teaching and training

- Participate in both Under Graduate and Post Graduate teaching.

Research

- Fellows are expected to participate in clinical research as well as participating in the after- hours spinal trauma surgery roster.

Other

- Assist the Heads of Unit in administrative duties as required Assist in making a safe working environment by reporting any incidents of unsafe work practices,

sites or equipment.

- Assist in the resolution of any issues identified.
- Participate in Austin Health performance appraisal program as required.
- Undertake not to reveal to any person or entity any confidential information relating to patients and employees, policies, processes and dealings and not to make public statements relating to the affairs of Austin Health without prior authority of the Chief Executive Officer.
- Participate in the emergency incident response activities, as defined within the Emergency Response Manual, as and when required, at the direction of management.

All Employees:

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on the intranet (The Pulse):
<https://austinhealth.sharepoint.com/sites/Intranet>
- 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.
- Registration as a Medical Practitioner with the Australian Health Practitioner Regulation Agency (AHPRA) - (note eligible applicants will be assisted through this process).
- Have appropriate training and experience applicable to the field of Neurosurgery and Orthopaedic surgery.
- Demonstrated commitment to high quality patient care
- Demonstrated teamwork and collaboration
- Demonstrated ability to communicate at all levels

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	