


## Mitchell Community Health Services Position Description

<b>Position Title:</b>	<b>Grade 2 COMMUNITY HEALTH and HACC PHYSIOTHERAPIST</b>
<b>Location:</b>	<i>Mitchell Community Health Services conducts business from its Centres in Broadford, Seymour and Wallan. Some services are provided on an outreach basis or from the client's home in the Mitchell and Murrindindi Shires.</i>
<b>Team/Program Area:</b>	Clinical Services Team
<b>Reports to:</b>	Coordinator, Clinical Services
<b>Supervisory Responsibilities:</b>	A Grade 2 Physiotherapist will be required to supervise a Grade 1 Physiotherapist. The Physiotherapist may also be required to supervise Physiotherapy Students and Work Experience Students
<b>Hours of Work:</b>	Part time 0.4 EFT
<b>Classification/Award:</b>	<p><b>Award:</b> Health Services Union – Health Professionals – Employer Workplace Determination 2009, and in accordance with Mitchell Community Health Services policies and procedures.</p> <p><b>Classification:</b> Physiotherapist Grade 2: \$59,228 - \$70,013 pro rata, depending on qualifications and experience.</p>
<b>Performance Review:</b>	A three (3) month probation will apply to this position (3 months from date of commencement). Performance reviews will then be held annually.
<b>Approved by:</b>	<p><b>Signature:</b> </p> <p><b>Name:</b> Chris McDonnell</p> <p><b>Position:</b> Chief Executive Officer</p> <p><b>Date:</b> 27 October 2009</p>

### Organisational Context

Mitchell Community Health Services (MCHS) provides a diversity of services to residents within the Mitchell and Murrindindi Shires. We strive to develop innovative programs and services and actively encourage community members to be responsible for their own well-being.

Our main office is in Broadford although service provision also occurs in Seymour, Wallan and Murrindindi with a capacity for home visits and other outreach service provision.

We are a short trip north from Melbourne (less than an hour), in a rural environment with ample free parking and a family friendly workplace.

### Position Purpose and Scope

The Physiotherapist will fulfil a diverse and flexible role in the provision of physiotherapy services to members of the community within the Shire of Mitchell and Murrindindi. This service will be accessible to all community members and HACC eligible clients in need and also be responsive to community needs, including community education.

The Physiotherapist is a member of the Clinical Services Team which includes a variety of allied health staff. Physiotherapy operates within innovative framework of the MCHS Service Access service. This framework ensures integration and coordinated care for individuals across all service areas, and supports an outcomes based approach to service delivery.

### Key Responsibilities

#### Clinical:

- On the basis of comprehensive assessment, work with clients to create, implement and review a holistic care plan that ensures the provision of up to date physiotherapy interventions including individual, and group approaches.
- Work closely with the Service Access staff to ensure all clients are referred appropriately to other professionals and services.
- Liaise with other professionals within and outside the organisation in order to achieve the best management possible for clients.
- Perform all administrative duties pertaining directly to the Physiotherapy service such as record keeping, appointment systems, statistical data collection, report writing and other documentation as required by management.
- Involvement in monitoring and assessing participants in centre group activities.

#### Health Education/Promotion:

The Community Health physiotherapist is available as a resource to the community, centre staff and service providers in the community. This role may be fulfilled in various ways: -

- Presentations and consultations with staff within the service, and to community groups outside the service.
- Preparation of articles for local media under A.P.A. guidelines, on behalf of the centre.
- Education of individual clients as part of direct care.
- Play an active role in the planning, implementing and evaluation processes of program development and funded health promotion projects.

#### Other:

- Participation in staff meetings, team meetings and other meetings as requested by Team Coordinator.
- Equipment ordering and maintenance.

#### Personal and Professional development:

- To participate in continuing professional development programs, either internally or externally as negotiated with the Team Coordinator.
- To take an active interest in professional development of self skills and knowledge and maintain professional skills to an acceptable standard.
- To participate in an annual performance appraisal and annual work plan.
- To be familiar with and observe organisations' policies and procedures.
- To be responsible for helping to provide a safe working environment in line with Occupational Health and Safety guidelines, and for taking those steps necessary to ensure personal safety for self and others in the performance of any duties.
- To be involved in the supervision of the Grade 1 Physiotherapist , physiotherapy and community health students as required.

**Selection Criteria**

**Qualifications/Experience**

**Mandatory:**

- A Bachelor of Applied Science (Physiotherapy).
- Registration with the Victorian Physiotherapists Registration Board.
- Well developed interpersonal and communication skills including the ability to initiate and maintain contacts with, clients, team members and a range of service providers.
- An interest in and commitment to community development and health promotion.
- A sensitive approach to working with individuals and a philosophy of empowerment.
- Understanding of the knowledge and skills required in working with diverse members of the community.
- Computer skills.
- Current Victorian Driver's licence.

**Desirable:**

- Membership of the Australian Physiotherapy Association.
- Current Level II First Aid Certificate.

**Other relevant information**

- New staff will be required to undergo a Police Records Check and, if relevant, a Working with Children's Check.
- Employees are required to advise Mitchell CHS of any changes that may affect the current Police Records check status, and advise management immediately.
- A current Victorian Drivers Licence is required. Loss of licence or any licence infringement must be reported by the employee to the Mitchell CHS management immediately.
- A completion of pre-existing injury or illness declaration will be required prior to appointment to the position.
- Professional Memberships should remain active.

**I have read this position description and understand its contents.**

Signed:.....Date:.....

Name in Print:.....

Director Clinical Aged & Disability:

This position description accurately describes the essential functions assigned to this position.

Signed:..... Date:.....