



WALGETT ABORIGINAL MEDICAL SERVICE
CO-OPERATIVE LTD A.B.N. 780 1499 0451

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JOB DESCRIPTION - GENERAL PRACTITIONER

POSITION DESCRIPTION - SALARIED MEDICAL OFFICER (General Practitioner)

Position Title:	General Practitioner
Reports to:	Board of Directors via Chief Executive Officer
Unit:	WAMS Clinic
Award:	Aboriginal Medical Officers NSW where contract silent
Location:	37 Pitt Street, Walgett NSW 2832
Hours of Work:	10 sessions per week or as per contract

MAIN PURPOSE OF POSITION

Provide whole of person, comprehensive, co-ordinated and continued general practice services for individuals, families and communities through the Walgett Aboriginal Medical Service Co-operative Ltd (hereafter WAMS).

POSITION REQUIREMENTS

1. Qualifications

- Current Registration as a medical practitioner with NSW Medical Board
- Minimum 5 years post-graduate experience in general practice
- Experience in Aboriginal Health (desirable)
- Vocational Registration with Health Insurance Commission, or approved substitute scheme
- FRACGP (desirable)
- Current drivers licence

2. Clinical

- Sound general practice medical skills for whole of life care including general medicine, paediatrics, mental health, women's health, and men's health.
- Perform minor surgical procedures, suturing and treatment of simple fractures
- Undertake nursing home and home visits.
- Prepare reports for Worker's Compensation authorities, Police or legal representatives when requested.
- Experience in antenatal and postnatal care would be an advantage
- An interest in / commitment to Aboriginal Health
- Current Basic Life Support Skills

- Maintain clinical records in accordance with legislation and professional recommendations
- Be able to use computerised clinical record system and provide appropriate data as required.

3. Supervision

- Supervise clinical work of WAMS Clinic Registered Nurse, Midwife, Aboriginal Health Workers and other clinical staff

4. Research and Teaching

- Undertake clinical teaching of GP registrars, medical students, other health trainees as appropriate
- Participate in the continuing education program for WAMS staff in particular Aboriginal Health Workers
- Liaise, and comply with recommendations of (NSW) Aboriginal Health and Medical Research Council in relation to any proposed research or trials
- Provide data to WAMS Board as required

5. Other Responsibilities

- Maintain current professional registration and indemnity insurance
- Comply with all WAMS and statutory policies, procedures and guidelines including Infection Control
- Maintain professional and ethical standards of practice, taking into account the WAMS statement of values
- Maintain knowledge of current Medicare items in order to ensure correct billing (and thus income) of the clinic
- Participate as a team member in the safe, efficient and effective functioning of the clinic as a whole, including attending clinic and staff meetings
- Participate in the establishment and review of policies and procedures required to ensure safe, efficient and effective delivery of patient care
- Participate in Total Quality Management and Accreditation of WAMS in general and the Clinic in particular
- Promote and develop a safe environment, as required by OH&S legislation
- Maintain statistics required for reporting to Governments and other bodies
- Compile a quarterly report to the Board

LOCAL BACKGROUND AND ENVIRONMENT

WAMS is an Aboriginal Community Controlled Organisation. It was the first such service in NSW to be quality accredited and has achieved this recognition again in 2004 for both its general practice clinical component as well as the organisational component.

The General Practitioner works as part of the WAMS Clinic Team providing medical and health services to the communities of Walgett and Brewarrina. This may entail providing service at outlying clinics e.g. Collarenebri, Gingie Village. WAMS Clinic also provides

limited health related transport services to facilitate attendance at specialist and other appointments.

Walgett is a rural community (ARIA 6). Referral from Walgett is usually to Dubbo Base Hospital or one of the tertiary Sydney hospitals depending on the nature and severity of the medical condition. Transport for acute conditions is usually by RFDS or Air Ambulance for a $\frac{3}{4}$ hour or 1 $\frac{1}{2}$ hour flight respectively,

Medical facilities available include:

- Walgett District Hospital with 30 Acute beds
- Medical cover provided by Walgett General Practitioner (WAMS are not currently on the roster)
- Radiology: X-ray and ultrasound (specialist not on-site) reports within 24-48 hours
- Pathology: full service (specialist not on-site) report emailed within 24 hours
- Physiotherapy
- Occupational Therapy
- Speech Pathology
- Mental Health Team

Specialists visit from other cities to consult in Walgett in the following specialities.

Procedural work is usually done in Dubbo (3 hours by car)

- General Medicine/Renal
- Cardiology
- Diabetes/ Endocrine
- General Surgery
- Psychiatry
- General Surgery
- Paediatrics
- Dermatology
- Ophthalmology
- Obstetrics/Gynaecology
- ENT

WAMS have the following visiting services to their facilities

- Cardiology
- Diabetes/ Endocrine
- Psychiatry
- Paediatrics
- Dermatology
- Optometry
- Obstetrics/Gynaecology
- Respiratory

KEY INTERNAL AND EXTERNAL REPATIONSHIPS

The General Practitioner will interact with:-

- WAMS Board
- Other medical and nursing staff, Aboriginal Health Workers and administrative staff within WAMS to maintain communication of continuing care needs
- Other GPs and Specialists in co-ordinating care for clients of WAMS
- Outback Division of General Practice which supports general Practitioners in the Walgett district, and other medical and health organisation (e.g. Rural Doctors Association, Rural Doctors Network, other Division and General Practice) as desired

The General Practitioner will represent WAMS, CEO and/or other staff members at external meetings as appropriate (e.g. Walgett Shire Health Forum).

SUPERVISION ARRANGEMENT OF THE GENERAL PRACTITIONER

The GP should be able to work independently.

He/she will be supervised by the WAMS Senior Medical Officer who is also full time, but will be present together in the Clinic approximately 50% of the time.

Performance appraisal will be undertaken by the Senior Medical Officer or CEO on a regular basis, initially at 3 monthly intervals.

CHALLENGES/PROBLEM SOLVING

Rural general practice – professional isolation, with few opportunities for face-to-face contact with other doctors.

Cultural understanding – most clients of WAMS Clinic are Aboriginal with needs. Communications and belief systems quite different from doctors who work in the clinic.

DECISION MAKING

All clinical decisions can be dealt with without referral to supervisor.

Many clinical decision may best be communicated or reinforced by AHWs, so it is essential to refer to the Aboriginal Health Workers for advice on cultural approaches.

Decisions regarding the role of WAMS in the community, or anything which may impact on the perception of WAMS by the community must be discussed with supervisor or CEO.

PERFORMANCE MONITORING

The GP is responsible for

- Participating in ongoing review of professional practice as required by NSW Medical Board.
- Participating in continuing education and professional development
- Maintaining his/her competence for general practice

Regular performance appraisal will be conducted by Senior Medical Officer and/or CEO and may be based on (these are indicative only)

- Quarterly report to Board
- Personal achievements, plans and goals
- Quantitative measures of performance (e.g. income generated, statistical variations)
- Congruence with WAMS strategic goals