

## POSITION DESCRIPTION

<b>Position Title</b>	<b>Student Sonographer – Grade 1, Level 3</b>		
<b>Division</b>	Primary Healthcare	<b>Unit</b>	Medical Imaging
<b>Campus</b>	Leongatha		
<b>Classification</b>	Student Sonographer Grade 1, Level 3		
<b>Award</b>			
<b>Reports To</b>	Manager, Medical Imaging		
<b>Date</b>	October 2019	<b>Replacement/ New Position</b>	New position
<b>Position Approved By</b>	Director of Primary Healthcare		

### Position Outline:

Student Sonographer – Grade 1, This is a new position and an exciting opportunity for a highly motivated radiographer interested in training in Medical Ultrasound. The key objective of this position is to train in Medical Ultrasound. In addition, you will provide high quality medical imaging services including general radiography and CT as well as participate in our on-call roster (as appropriate). You will be responsible to the Manager, Medical Imaging. The successful candidate will be required to work at both the Korumburra and Leongatha Campuses.

This objective is achieved by adhering to the following core principles:

- Maintaining professional care for residents, patients and outpatients;
- Respecting client rights in cooperation with the client and their carer, their representatives and other health professionals;
- Providing effective cooperation between Allied Health Practitioners, Nursing and Medical Staff;
- Ensuring care is provided in accordance with GSHS policies and procedures; and
- Ensuring practice is conducted in a way that supports the Occupational Health and Safety principles of GSHS.
- Satisfactory progression through the postgraduate ultrasound program (both academic and clinical training components)

### Divisional Context:

Primary Health at GSHS is a dynamic team of nurses, health professionals, allied health assistants and managers who provide a broad range of community-based and ambulatory care services to the South Gippsland Shire, including;

- |                                   |                               |                        |
|-----------------------------------|-------------------------------|------------------------|
| • Medical Imaging                 | • Specialist Nursing Programs | • Physiotherapy        |
| • Planned Activity Groups         | • Drug Treatment Services     | • Occupational Therapy |
| • Health Promotion                | • Volunteer Coordination      | • Dietetics            |
| • Social Work                     | • Disability Services         | • Podiatry             |
| • Exercise Physiology             | • Speech Therapy              | • Personal Support     |
| • Gateway (Intake and Assessment) |                               |                        |

## Health Service Context:

GSHS is a major provider of healthcare in the South Gippsland Shire. GSHS offers a broad range of services that meet the needs of a diverse and sparsely populated area with many small rural communities. With two main acute facilities based at Leongatha and Korumburra and servicing a community health centre at Tarwin Lower, GSHS offers a broad range of specialist, general, acute, subacute, ambulatory, residential aged care and community services.

GSHS employs 240 EFT, with a total of 520 staff across all sections of the organisation. A significant capital development was completed in December 2013 with the \$35M rebuild of the acute, subacute and primary health facilities at Leongatha.

## Vision, Mission and Values:

Vision
<i>Excellence in Healthcare</i>

Mission
<i>Building a Healthier Community Together</i>

Gippsland Southern Health Service - Values and Behaviours		
Value	Above the Line Behaviour	Below the Line Behaviour
Excellence	<ul style="list-style-type: none"><li>• Continuous Improvement</li><li>• Evidence Based Practise</li><li>• Consistency of Practice</li><li>• Innovative Practice</li><li>• High Standards</li></ul>	<ul style="list-style-type: none"><li>• Unwilling to Improve</li><li>• Lack of Innovation</li><li>• Non-Adherence</li><li>• Inconsistency</li><li>• Acceptance</li></ul>
Individuality	<ul style="list-style-type: none"><li>• Be Tolerant</li><li>• Acknowledge Rights</li><li>• Personalise</li><li>• Support Individuals</li><li>• Practice Self Care</li></ul>	<ul style="list-style-type: none"><li>• Lack of Respect</li><li>• Discriminating</li><li>• Being Inconsiderate</li><li>• Being Judgemental</li><li>• Being Dismissive</li></ul>
Collaboration	<ul style="list-style-type: none"><li>• Value Teamwork</li><li>• Involve Others</li><li>• Actively Listen</li><li>• Ask and Offer Solutions</li><li>• Support Decisions and Change</li></ul>	<ul style="list-style-type: none"><li>• Poor Communication</li><li>• Criticising Others</li><li>• Being Negative</li><li>• Not Open</li><li>• Withholding Information</li></ul>
Accountability	<ul style="list-style-type: none"><li>• Take Responsibility</li><li>• Set Clear Expectations</li><li>• Manage Performance</li><li>• Results Focused</li><li>• Ethically Bound</li></ul>	<ul style="list-style-type: none"><li>• Blaming Others</li><li>• Unethical Behaviour</li><li>• Underperforming</li><li>• Unreliable</li><li>• Shirking Responsibility</li></ul>
Respect	<ul style="list-style-type: none"><li>• Respect People</li><li>• Respect Privacy</li><li>• Respect Property</li><li>• Respect Views</li><li>• Be courteous</li></ul>	<ul style="list-style-type: none"><li>• Being Rude</li><li>• Being Negative</li><li>• Being Disrespectful</li><li>• Being unhelpful</li><li>• Disrespecting Property</li></ul>
Empowerment	<ul style="list-style-type: none"><li>• Take Initiative</li><li>• Actively Participate</li><li>• Ask Questions</li><li>• Clarify Expectations</li><li>• Empower Others</li></ul>	<ul style="list-style-type: none"><li>• Authoritarian</li><li>• Discrimination</li><li>• Blaming Others</li><li>• Not Sharing</li><li>• Stifling Development</li></ul>

## Qualifications, Technical Skills & Experience:

### Essential

- You should be enrolled in or be prepared to enrol in an ASAR accredited postgraduate course in Medical Ultrasound.
- Student Registration with the Australian Sonographers Accreditation Registry (ASAR)
- Ability to communicate effectively, verbally and in writing
- Satisfactory and current Police Check and Working with Children Check
- Current Victorian Driver's Licence
- Self-motivated and flexible with the capacity to be understanding, display empathy and problem solve effectively
- Demonstrated computer literacy

### Desirable

- Diploma or Degree in Medical Imaging Science (Radiography). Applications from other health professionals currently studying Medical Ultrasound will also be considered for this position.
- Hold current Radiation Use Licence for Victoria, preferred
- Hold current registration with AHPRA (MRPB registration), preferred
- Competency in CT and IV Cannulation, training will be provided.
- Student Membership of the Australian Sonographers Association.

## Key Responsibilities

### Service Delivery

- Perform ultrasound and other medical imaging procedures in line with current practices.
- Participate in Medical Imaging on-call roster

### Person Centred Care

Person Centred Care (PCC) is a philosophical approach to how we provide care to patients and interact with other customers, including colleagues. PCC is based on the principles of respect, value of the individual, and the need to deliver service in an environment that supports peoples' physical, emotional, social and psychological needs. PCC is underpinned by a culture of collaboration and partnership and all staff are required to adhere to these principles.

### Values & Conduct

Staff are required to comply with GSHS Employee Charter. The way we behave in the workplace and the manner in which we undertake our job is as important as how we perform the tasks for our role. We expect that all staff will embrace GSHS' Employee Charter and demonstrate these in their daily work.

GSHS operates under the Code of Conduct for Public Sector Employees. This Code of Conduct, together with any professional Code of Conduct relevant to the role being performed, form part of each employee's conditions of employment and it is expected that all staff will familiarise themselves and comply with this Code of Conduct and those relevant to the role they perform at GSHS.

## **Risk Management**

GSHS supports an organisational philosophy that ensures risk management is an integral part of corporate objectives, plans and management systems. Staff are to be accountable for risk management through organisational, team and individual performance objectives that are within their area of control.

Responsible for effective risk management within area of influence, including:

- contribute to effective risk management within their area of influence
- adhering to organisation risk management policies and procedures;
- assists in fostering a risk aware culture and ensure that any staff members in their supervision understand their responsibilities
- identifies new and emerging risks

Contribute feedback to risk management review processes

## **Performance Management**

It is a condition of employment that staff participate in the performance review program in accordance with the parameters set out in GSHS policy and procedures.

## **Quality Improvement**

Each staff member has a responsibility to participate and commit to ongoing quality improvement activities.

## **Clinical Supervision**

GSHS' participates in programs designed to provide students with on-the-job training whilst being supervised by an appropriately skilled person. All staff of GSHS are required to provide such supervision from time-to-time.

Registered Health Professionals are required as part of their status as registered Health Professionals to provide clinical supervision from time to time, whether recognised as part of their job responsibilities or not. GHS expects that the highest standards of best practice will be applied at all times where staff are required to provide clinical supervision to either staff or students.

## **OH&S**

Each employee has the right to a safe working environment and they should advise their supervisor of any risk of condition likely to result in accident or injury. Each employee has the responsibility to take reasonable care of their own health and safety, to comply with GSHS OH&S policies and procedures and to participate in appropriate safety education and evaluation activities

## **Policies & Procedures**

It is everybody's responsibility to access and have knowledge of the relevant policies and procedures that relate to their employment. All GSHS policies and procedures can be accessed on the intranet site.

**Additional Requirements:**

To ensure a healthy and safe environment for everyone, smoking is not permitted on GSHS grounds, buildings or vehicles.

***This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at GSHS' discretion and activities may be added, removed or amended at any time.***

**Sign-off to verify agreement with this Position Description:**

Incumbent		Date	
Manager		Date	