

## Position Description

<b>Position title</b>	Occupational Therapist (OT) – Palliative Care
<b>Department / Division</b>	Palliative Care/Medicine
<b>Classification</b>	Grade 3 Year 1 – Grade 3 Year 4 (VG3-VG6)
<b>Position reports to</b>	Operational: Head of Unit Victorian Paediatric Palliative Care Program (VPPCP) Professional: Manager, Occupational Therapy
<b>No. of direct &amp; indirect reports</b>	none
<b>Location</b>	The Royal Children's Hospital, Flemington Road, Parkville
<b>Risk category</b>	Category B - works in a patient facing setting but rarely or unlikely to have contact with blood or body fluids (or aerosols without PPE)

<b>The Royal Children's Hospital</b>
<p>The Royal Children's Hospital's (RCH) vision is A world where all kids thrive.</p> <p>RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.</p> <p>RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.</p> <p>We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <a href="https://www.rch.org.au/quality/child-safety/">https://www.rch.org.au/quality/child-safety/</a>.</p> <p>RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.</p> <p>Further information on RCH is available at <a href="http://www.rch.org.au">www.rch.org.au</a></p>

## ROLE CONTEXT

The Victorian Paediatric Palliative Care Program (VPPCP) is an alliance between The Royal Children's Hospital, Monash Health and Very Special Kids, but managed by and under the auspices of the RCH. The VPPCP team is comprised of medical, nursing, and allied health staff. The Program uses a multi-disciplinary consultation- liaison model of care that provides consultation to health professionals across Victoria in the acute paediatric and community palliative care sectors. Primary responsibility for day-to-day patient care remains with the treating unit and community palliative care team. The VPPCP also manages a Flexible Funding Program which provides funding for services and equipment which families cannot access through other programs. In addition to clinical consultation and liaison, one of the aims of the VPPCP is to build the capacity of the broader health care system to provide the best possible palliative care to children and their families regardless of diagnosis. This is done through education, research and advocacy.

## ROLE PURPOSE

The Senior Palliative Care occupational therapist (OT) provides clinical leadership and expertise that optimises quality of life for paediatric palliative care patients and families. It is largely a consultancy role and includes the provision of equipment and expert advice to both health professionals and families about:

- Mobility and independence
- Personal Care
- Pressure care
- Safety (e.g. safe transport in vehicles, transfers)
- Assessment of the home environment and equipment needs of children who are discharged home
- Organisation of the hire or purchase of necessary equipment
- Working closely with rural health care providers to facilitate home care for children.

The VPPCP OT will at times prescribe and source specialist equipment when this is not available through existing services and agencies.

Working in close collaboration with other VPPCP staff, the OT will support children and families through education and recommendations about living with a life-limiting illness and about grief.

## KEY ACCOUNTABILITIES

### Provision of Care:

- Design, develop and deliver excellent evidence based assessment and intervention for the specialist needs (e.g. mobility, seating, pressure care) of children with life-limiting conditions
- Assume responsibility for efficient and equitable access to VPPCP equipment; Sourcing specialist equipment in circumstances where this cannot be obtained through existing agencies/services/funding
- Initiate and strengthen existing relationships between the VPPCP and community palliative care services; as well as other internal and external service providers.
- Build capability of community palliative care services to provide care to children and their families
- Facilitate timely discharge of palliative care patients whose families wish to care for them at home
- Where needed, visit patients at home as soon as possible after discharge, ideally with the community-based palliative care service
- Provide high level of clinical expertise with independent decision making Act as a specialist clinical resource for patients, carers, nursing, medical, allied health care professionals within and beyond the RCH
- Provide secondary consultation to hospital and community based clinicians in relation to the care of children requiring palliative care

- Participate in interdisciplinary patient care conferences
- Ensure continuity of care is provided by liaising with relevant professionals and departments
- Provide clinical input into the development of individualised care plans for children requiring palliative care
- Demonstrate a family centred, holistic approach to care
- Demonstrate a consultative, collaborative and multidisciplinary approach to care
- Provide leadership in the OT support of patients needing palliative care to health professionals in both the paediatric and palliative care sectors
- Maintain accurate documentation of all patient-related activity, including completion of all system required data and detailed medical record documentation in keeping with organisational, professional, and legal requirements.

#### **Collaborative Practice**

- Actively participate and lead relevant networks and forums and develops strategic relationships with key community, disability, paediatric and palliative care service providers
- Demonstrated experience working with initiative, autonomy and leading others in the pursuit of team goals
- A flexible and adaptable approach to functioning in a team environment that enhances the team's performance to ensure ongoing excellence in service delivery and teamwork

#### **Communications**

- Highly developed verbal communication, interpersonal skills and attention to detail with the ability to interact with a variety of stakeholders
- Recognises issues that may lead to conflict, and constructively addresses issues as they arise
- Communicate effectively with patients and families to ensure their understanding and that their needs and views are included in plans and actions.
- Facilitate open and effective communication across all levels of the [Discipline/ Department] and more broadly across the organisation.

#### **Continuous Improvement and Research**

- Develops effective time management skills to balance clinical requirements and to contribute to continuous improvement activities.
- Balances priorities between clinical load and contribution to quality improvement activities.
- Completes quality activities and research in timely manner.
- Acts to reduce error and sources of risk in own practice.
- Contributes positively to change processes, through demonstrating flexibility and openness to change.
- Develops awareness of governance requirements including safety and quality clinical practice guidelines, procedures and policies including how they apply to clinical role.
- Empowers team to identify, analyse, report and manage risks.
- Manages local risks and escalates appropriately to line manager and relevant stakeholders.
- Participate in the evaluation of the program
- Contribute to policy and program development to enhance and expand services to children requiring palliative care
- Understands the principles of evidence-based practice, and critically evaluates clinical practice in light of available evidence, experience and patient/ family values and circumstances.
- Evaluates current practice with respect to the evidence.
- Finds, critically reviews, evaluates and interprets literature and applies to current role/service.

#### **Supervision, Leadership and People Management**

- Participate in clinical supervision in accordance with local standard operating procedures and/or the RCH Allied Health Clinical Supervision Guideline which are based on the DHHS Allied Health Clinical Supervision Framework

- Work under general direction with autonomy
- Provide clinical leadership and consultancy in paediatric palliative care.

#### **Organisation and planning**

- Highly developed organisational and planning skills with ability to prioritise workload and competing demands
- Contribute to strategic planning as part of departmental and / or multidisciplinary leadership team

#### **Life Long Learning**

- Participation in professional development activities to ensure that best clinical practice is maintained and meets the requirements of AHPRA registration.
- Promote a culture in which clinical supervision is treated as part of core business of contemporary professional practice.
- Participation in teaching (internal and external)
- Actively promotes an environment of lifelong learning

#### **Financial Management**

- Responsible for negotiating and setting up funding and service agreements with community agencies for individual patients
- Utilise resources according to VPPCP policies, procedures and guidelines
- Responsible for operating within approved financial allocations.

### **QUALIFICATIONS AND EXPERIENCE**

#### **Essential:**

- Bachelor of Occupational Therapy or equivalent tertiary qualification
- Eligibility for membership with Occupational Therapy Australia
- Registered to practice as an Occupational Therapist with the Australian Health Practitioner Regulation Agency (AHPRA)
- Previous relevant experience specific to paediatric occupational therapy practice
- Experience in caring for children with palliative care needs

#### **Desirable:**

- At least 7 years' clinical experience
- Post-graduate qualification relevant to role at Master level (or significant completion towards)

### **KEY SELECTION CRITERIA**

- Comprehensive knowledge and assessment and intervention skills specific to paediatric palliative care
- Highly developed problem solving and clinical reasoning to support complex decision making, care planning and coordination.
- Demonstrated interest or experience in research, quality improvement or program evaluation
- Demonstrated strong clinical leadership and organisation.
- Highly developed interpersonal skills and an ability to communicate with and motivate children, young people and their families and to negotiate with multiple stakeholders in a professional, efficient, and sustainable manner.
- High-level written skills, including clinical documentation, performance reporting and/or business cases.

- Ability to work well under pressure and be flexible to changing priorities
- Demonstrated computer skills, including spreadsheets, database programs, and word processing programs
- Skills and experience as a member of a team including a willingness to contribute to team initiatives, share knowledge and educate others
- Knowledge of the issues confronting children with life-limiting conditions and their families
- Knowledge of the principles of palliative care and key elements of practice
- A capacity to work in both hospital and community settings
- Ability to monitor the management of children with palliative care needs and their families through the treating healthcare and community teams
- Demonstrated capacity to manage stressful situations and conflict
- Commitment to Quality Improvement principles, and evidence of initiation, implementation, and completion of projects aligned to service enhancement.

#### **OTHER REQUIREMENTS**

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

#### **IMPORTANT INFORMATION**

All employees are required to adhere to the Royal Children's Hospital Values:

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

#### **RCH COMPACT**

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other
- I bring a positive attitude to work – I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters
- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care

- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

#### **QUALITY, SAFETY AND IMPROVEMENT**

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

**The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.**

Position description last updated

July 2024