

Position Description

Position title	Senior Occupational Therapist – Research and Quality Lead
Department / Division	Occupational Therapy/ Ambulatory Services
Classification	Grade 4 Year 1 – Grade 4 Year 4 (VG14-VG17)
Position reports to	Operational Report: Manager, Occupational Therapy Services Professional report: Manager, Occupational Therapy Services
No. of direct & indirect reports	NA
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category B - works in a patient facing setting but rarely or unlikely to have contact with blood or body fluids (or aerosols without PPE)

The Royal Children's Hospital
<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 https://www.rch.org.au/quality/child-safety/.</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 www.rch.org.au</p>

ROLE CONTEXT

Occupational Therapy is within the Division of Ambulatory Services and the department of Allied Health. Our staff comprise over 20 occupational therapists, who provide assessment and intervention across 3 distinct clinical streams. Led by our senior leadership team, the streams cover inpatient trauma, neurodevelopmental disabilities, and hand therapy; providing evidence-based care to inpatient and outpatient infants, children, adolescents, and their families. As a tertiary hospital our occupational therapy team collaborates with community services, universities, and other external agencies to optimise occupational outcomes and quality of life for all children.

ROLE PURPOSE

This role will provide leadership, direction and coordination of the Occupational Therapy Service's research and quality program, to build the capacity of occupational therapy staff and to ensure the provision of evidence-based assessment and intervention practices that support excellent clinical outcomes. Liaison and consultation with other clinical programs and academic/research units may also be required to develop wider clinician engagement in quality improvement, service development and clinical research.

Clinical leadership and staff supervision/mentoring are also key requirements of this role, as well other duties as delegated by the Manager, Occupational Therapy Services.

KEY ACCOUNTABILITIES

Provision of Service

- Establish a strategic vision and plan for the delivery of research-informed, quality and safe occupational therapy practice
- Identify opportunities for service development and practice improvement initially focusing on high volume and high-risk activities
- Build the research literacy of occupational therapy staff through supervision, mentoring and targeted education, to support the adoption of evidence-based assessment and interventions
- Support occupational therapy staff to pursue relevant post-graduate training, in particular higher degree research programs
- Generate and conduct own research projects, ensuring alignment to occupational therapy practice priorities
- Contribute to other research projects and clinical trials within Occupational Therapy Services, allied health, other RCH clinical programs and/or via external partners
- Generate research outputs (either as a primary or secondary author), including grant funding applications, journal publications, conference presentations and poster presentation
- Develop research activity key performance indicators (in conjunction with the Manager, Occupational Therapy Services) and provide regular data reporting
- Ensure appropriate governance for all research activity undertaken (ie. compliance with RCH policies/procedure and Human Research Ethics Committee requirements)
- Oversee the approval, development, revision and management of all occupational-therapy specific clinical practice guidelines
- Lead the use of quality improvement methodologies to measure and improve service quality (e.g. PDSA cycle, audit, data analysis, lean thinking techniques)
- Perform other administrative duties as delegated by the Manager, Occupational Therapy Services

Collaborative Practice

- Collaborate with occupational therapy staff at all levels to support the development of a research-informed practice culture
- Build relationships with other RCH and external stakeholders (e.g. clinical programs, other health services, research institutes and tertiary education providers) to support collaborative research partnerships
- Act to remove personal barriers to effective communication
- Take collective ownership of problems
- Consider different points of view and compromise, where necessary and appropriate, to reach consensus
- Educate RCH staff, students, and members of the community about occupational therapy services

Clinical Leadership

- Provide clinical and research expertise and actively share knowledge with occupational therapy and multidisciplinary teams to optimise service delivery and development
- Evaluate occupational therapy service provision, and modify service structures and/or processes in line with current evidence-based practice, data analysis and/or customer feedback, in consultation with the Manager, Occupational Therapy Services
- Lead planning activities to support contemporaneous practice and future service directions, in conjunction with the Manager, Occupational Therapy Services
- Maintain a strong relationship and communications with the Manager, Occupational Therapy Services
- Promote the philosophy, culture, and achievements of the Occupational Therapy Service, through representation and participation in internal/external committees, professional events, and forums

Health Values

- Work in a flexible manner to ensure service objectives are met
- Challenge own and team cultural assumptions and demonstrate culturally responsive, safe, and sensitive practice
- Initiate, support, and maintain continuous improvement in the growth and development of the role and Occupational Therapy Service
- Lead and actively participate in the review and development of clinical service delivery and research/quality programs within the Occupational Therapy Service (as appropriate)

Professional, Ethical and Legal Approach

- Adheres to and supports others to comply with the ethical and legal requirements of the role and adhere to the Occupational Therapy Board of Australia - Code of Conduct, ethics, and guidelines
- Supports the allocation of workloads in line with organisational priorities and the OT workload management system
- Identifies when others are becoming stressed or overloaded and offers support

Lifelong Learning

- Achieve and maintain competency in relevant skills in line with departmental requirements specific to role
- Participate in internal and/or external continuing education programs and demonstrate a commitment to improving professional performance and development, in line with requirements for maintenance of AHPRA registration status
- Identify personal and professional development needs, and strategies to address learning goals through PDAP process
- Regularly seek and participate in two-way feedback of own performance through informal and formal supervision and performance reviews and evaluate feedback systematically, acting to improve performance as appropriate
- Participate in professional supervision in accordance with local standard operating procedures and/or the RCH Allied Health Clinical Supervision Guideline (based on the DHHS Allied Health Clinical Supervision Framework)

- Support others to review, reflect on and evaluate their own practice
- Supervise, mentor and train occupational therapy staff and students (as directed)

QUALIFICATIONS AND EXPERIENCE

Essential

- Recognised graduate-entry qualification in Occupational Therapy (Bachelor, Masters or Doctorate)
- Registered to practice as an Occupational Therapist with the Australian Health Practitioner Regulation Agency (AHPRA)
- Eligibility for membership with Occupational Therapy Australia
- Post-graduate qualification relevant to role at Master or PhD level (or significant completion towards)
- Relevant experience specific to paediatric occupational therapy practice and/ or hospital occupational therapy practice.

Desirable

- Minimum of 10 years relevant clinical experience
- Previous clinical leadership experience
- Established research profile with evidence of research outputs and aligned professional publications and conference presentations.

KEY SELECTION CRITERIA

- Clinical expertise specific to infants, children, and adolescents and / or the tertiary hospital setting
- Well-developed clinical research skills, including an understanding of ethical, legal and financial considerations when undertaking defined research activities
- Evidence of significant past research outputs, including but not limited to grant funding applications, journal publications, conference presentations and poster presentations
- Ability to analyse, critique and synthesise data from a number of sources to inform the development and implementation of a research strategy for Occupational Therapy Services, and specific clinical research questions
- Commitment to evidence-based practice, and demonstrated integration of principles to occupational therapy clinical practice, supervision/mentoring and service innovation
- Highly developed leadership and interpersonal skills and an ability to communicate and negotiate with multiple stakeholders in a professional, efficient, and sustainable manner
- High-level professional writing skills
- Commitment to Quality Improvement principles, and evidence of initiation, implementation, and completion of projects aligned to service enhancement
- Ability to lead, supervise and mentor staff undertaking clinical research projects
- Highly developed time management and organisational skills
- IT/computer proficiency and literacy
- Experience in change management related to clinical team performance, service development and evidence-based practice

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

September 2023