

Position Description

Position title	Director, Paediatric Infant Perinatal Emergency Retrieval (PIPER)
Department / Division	PIPER – Critical Care
Classification	In accordance with relevant Enterprise Agreement as per professional discipline
Position reports to	Chief of Critical Care
No. of direct & indirect reports	7 Direct; 100 indirect
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category A - works in a direct patient contact role and has or potential to have exposure to blood or body fluids.

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
<p>PIPER is a state-wide service providing retrieval of critically unwell patients from Victoria, Northern Tasmania, and Southern New South Wales. PIPER receives over 6000 emergency referrals per year. It's role and contact number are well known in every Victorian health service that cares for babies, children, and pregnant women.</p> <p>PIPER is accessed through a single point of entry and services three distinct patient populations – children, newborns, and high-risk pregnant women. While it is best recognised for its retrieval services, PIPER also provides an</p>

emergency consultation service, accounting for 25% of its referral activity.

ROLE PURPOSE

The purpose of this role is to provide overall leadership for the Paediatric Infant Perinatal Emergency Retrieval (PIPER) in line with RCH wide vision and strategy and in consultation with DHHS. The Director is responsible to the Chief of Critical Care for the overall leadership, and the strategic and operational performance of PIPER and its services, as determined by agreed key performance indicators, both local, hospital-wide and statewide in relation to Quality and Patient Safety related activities. This involves ensuring PIPER consistently provides the highest quality care, education and research, whilst maintaining a sound and sustainable financial position, strong staff engagement and support, plus effective relationships with health services across Victoria, the community, and consumers of care.

KEY ACCOUNTABILITIES

Strategic Planning and Leadership

- Lead and work within a multidisciplinary team that includes senior medical staff, junior medical staff, nursing and allied health clinicians and administrative support staff
- Manage a multidisciplinary team, ensuring that RCH policies and procedures and statewide requirements are appropriately adhered to.
- Set the direction of the Paediatric Infant Perinatal Emergency Retrieval (PIPER) in clinical care, education, research and quality in line with the hospital's strategic direction and priorities, and DHHS requirements.
- Identify, build and maintain strong working relationships with internal and external stakeholders, in particular DHHS, Regional and Metropolitan hospitals and Ambulance Victoria.
- Promote and ensure adherence of The Royal Children's Hospital Values by all PIPER staff.
- Lead PIPER in the development of the Electronic medical record.
- Develop and manage the PIPER budget and establishment EFT to ensure PIPER activity is within budget.
-

Operational and Quality

- Develop, implement and monitor quality measures as well as actively ensuring compliance with hospital wide quality measure and initiatives.
- Effectively manage rosters, leave, performance management, overtime and recall.
- Seek opportunities for efficiency gains and reduced waste.
- Work closely with internal and external stakeholders to realise opportunities for continual improvement in the delivery of high-quality care.

Education/ Research/ Mentoring

- Promote and facilitate high quality original research in PIPER, including building and supporting relevant internal and external research collaborations.
- Develop, implement and maintain a competency-based education program for staff.
- Lead the educational activities of PIPER to facilitate a learning environment.

Clinical

- Develop initiatives and support the delivery of great care in the areas of Excellent Clinical Outcome, Positive Experience, Zero Harm and Timely Access.

- Actively participate in the clinical service delivery of the department, including on-call/ recall roster.

Human Resources Management

- With HR Advisor and HR Partner, work to foster a high-performance culture, productive and engaged workforce, which aligns to the RCH Compact.
- Drive the acquisition of new talent to the department in accordance with RCH policies, procedures, and delegations
- Working with Departmental business manager, ensure the taking of staff leave in line with RCH policies, procedures, ensuring it occurs with sufficient lead time to allow for arrangement of cover where appropriate.
- Ensure staff complete all mandatory training requirements
- Ensure all Senior medical staff and JMS are working in compliance with the relevant enterprise agreement

QUALIFICATIONS AND EXPERIENCE

Essential:

- This role is open to clinical and non-clinical applicants.
- Eligible for full registration with the Australian Health Practitioners Regulation Agency in the appropriate discipline
- Experience in a major public teaching hospital preferably at department/director level or demonstrated experience leading a department and or large group of professionals.
- For Senior Medical Staff applicants
 - Eligible for full specialist registration with the Medical Practitioners Board of Australia.
 - Fellowship with a relevant College.
- For non-clinical applicants:
 - Management and leadership qualifications appropriate for the role
 - A higher research or management degree.

Desirable:

- Formal leadership training
- A higher degree such as MD or PhD

KEY SELECTION CRITERIA

- Demonstrated ability and experience with the implementation of organisational-wide change initiatives, including transformation of work practices and service delivery models.
- Demonstrated ability to operate in a manner that is consistent with the organisational Compact.
- Relevant clinical or management expertise in retrieval medicine.
- Ability and experience with the implementation of organisational-wide change.
- Initiatives, including transformation of work practices and service delivery models.
- Well-developed interpersonal and communication skills, including the ability to educate internal and external clients to achieve mutual understanding and agreed outcomes.
- Effective stakeholder management with proven ability to build and maintain strong relationships, in particular health networks and regional hospitals.

- Demonstrated ability to form links with all areas of the business to support the achievement of objectives and goals.
- Demonstrated ability to operate in a manner that is consistent with an organisation's values, including integrity, honesty and reliability in dealing with people.
- Demonstrated skills to effectively organise and plan in line with frameworks and methodologies that monitor achievement of objectives.
- Demonstrated ability to investigate issues and develop appropriate, stakeholder focused solutions.

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