

Position Description

Position title	Senior Paediatric Occupational Therapist
Department / Division	Occupational Therapy/ Ambulatory Services
Classification	Grade 3 Year 1 – Grade 3 Year 4 (VG3-VG6)
Position reports to	Operational Report: Manager, Occupational Therapy Services Professional report: Manager, Occupational Therapy Services
No. of direct & indirect reports	5 to 8
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

The Royal Children's Hospital's (RCH) vision is A world where all kids thrive.

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.

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.

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/>.

RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.

Further information on RCH is available at www.rch.org.au

ROLE CONTEXT

The Occupational Therapy department is within the Division of Nursing and 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 clinical leadership and coordination for Occupational Therapy, as well as holding a clinical caseload specific to a stream of expertise. The aims of occupational therapy in this practice setting are to provide assessment and intervention services to paediatric inpatients and outpatients to maximise participation in daily activities and quality of life and facilitate appropriate discharge. Areas of clinical leadership and expertise may include a mix of inpatient and outpatient service areas. Inpatient services may be a combination of orthopaedic, general medicine, neuroscience or specialist units including gastroenterology, cardiology, oncology, and respiratory. Outpatient services may include specialist assessment clinics (autism and developmental), specialist tertiary clinics for management of neurological/ neurodevelopmental and/or musculoskeletal conditions.

Clinical leadership and service delivery across other clinical programs and units may be required in line with varying service demands, as well other non-clinical duties as delegated by the Manager, Occupational Therapy Services.

KEY ACCOUNTABILITIES

Provision of Care

- Provide specialist occupational therapy assessment and intervention in accordance with best practice and prioritisation guidelines.
- Develop treatment goals and plans in collaboration with patients and their families to maximise participation in daily care routines.
- Continually evaluate patient management approach for effectiveness, efficiency, and quality, and modify treatment plans accordingly.
- Conduct appropriate clinical handovers and arrange for follow-up to ensure patient care is maintained.
- 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.
- Initiate and build on partnerships with internal and external healthcare professionals and service providers.
- Be a source of clinical expertise, patient advocacy, and guidance.

Collaborative Practice

- Actively lead and participate in multidisciplinary meetings related to patient care planning.
- Communicate effectively with patients and families to ensure their understanding, and that their needs and views are included in treatment, care plans and actions.
- 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.

- Establish therapeutic relationships with patients and families that are goal directed and recognise professional boundaries and power imbalances.
- Promote collaboration within the clinical care team and between other RCH departments and external service providers.
- To educate RCH staff, students, and members of the community about occupational therapy services provided

Clinical Leadership

- Provide clinical expertise specific to a stream and actively share knowledge with occupational therapy and multidisciplinary teams to optimise patient management and clinical outcomes.
- Evaluate occupational therapy service provision/resource allocation 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 and other relevant stakeholders.
- Actively participate in planning activities to support contemporaneous practice and future service directions, in conjunction with the Manager, Occupational Therapy Services and other relevant stakeholders.
- Maintain a strong relationship and communications with the Manager, Occupational Therapy Services
- Promote the philosophy, culture, and achievements of RCH Occupational Therapy, through representation and participation in internal/external committees, professional events, and forums.

Health Values

- Work in a flexible manner to ensure adequate clinical cover, equitable workload distribution and equity of access to occupational therapy services, with attention to the scope of practice of individual staff and service objectives.
- 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 within the Occupational Therapy Service (as appropriate)

Professional, Ethical and Legal Approach

- Adhere 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.
- Support 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.
- Leads and implements a culture of learning through actively pursuing internal and/or external continuing education and teaching opportunities.
- 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 clinical 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)
- Initiates and support others in reviewing, reflecting and evaluating own practice.
- Supervise and educate Grade 1 and Grade 2 occupational therapy staff and students.

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
- Previous relevant experience specific to paediatric occupational therapy practice
- Post-graduate qualification relevant to role at Master level (or significant completion towards)

Desirable

- Minimum of 7 year's relevant clinical and leadership experience.
- Previous experience working in an acute tertiary hospital environment.
- Full Victorian Driver's licence.

KEY SELECTION CRITERIA

- Comprehensive knowledge and assessment and intervention skills specific to infants, children, and adolescents with neurological, surgical and/or medical conditions impacting function and/or neurodevelopmental outcomes.
- Highly developed problem solving and clinical reasoning to support complex decision making, discharge planning and risk assessment.
- Demonstrated strong clinical leadership and organisation.
- Highly developed interpersonal skills and an ability to communicate and 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 analyse, critique and synthesise data from a number of sources to inform clinical practice.
- Leads evidence-based practice and demonstrated integration of principles to occupational therapy clinical practice, supervision/mentoring, and service innovation.
- Demonstrated skills in teaching and education specific to area of expertise.
- Commitment to Quality Improvement principles, and evidence of initiation, implementation, and completion of projects aligned to service enhancement.
- Well-developed skills in supervision and performance development.
- IT/computer proficiency and literacy.
- Experience in change management related to clinical team performance and service development.

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

August 2023