

Position Description

Position title:	Occupational Therapist
Salary:	Dependent on qualifications and experience
Classification:	Grade 1 or 2
Award:	Victorian Stand Alone Community Health Centres, Health Professionals Multi-Employer Enterprise Agreement 2017-2021
Hours:	0.6 to 1 EFT per fortnight
Position tenure:	1 x Permanent 0.6-0.8EFT and 1 x Fixed Term Maternity leave backfill 0.8EFT until May 2022
Employee benefits:	<ul style="list-style-type: none"> • Generous Salary Packaging (including novated lease) • Access to Discount Private Health Insurance • Training and Development opportunities
Location:	Morwell/Traralgon
Reports to:	Manager Integrated Primary Health Service (IPHS) - Central
Program:	Integrated Primary Health Service (IPHS) - Central

Why choose this role at Latrobe Community Health Service?

At Latrobe Community Health Service you'll be part of a positive and passionate workplace.

We're dedicated to providing you with career opportunities through work that is rewarding and meaningful within the community.

Your role will include a wide variety of responsibilities and continual challenges to resolve. Your capabilities will be pushed and developed, providing stimulation, professional learning and personal growth.

You'll work with people who are positive and optimistic in the attitudes and behaviours they bring to work. This creates a safe and uplifting environment that will constantly motivate you - and those around you - to bring their best to work.

You can learn more about Latrobe Community Health Service at www.lchs.com.au/careers

Scope of role

This role requires the provision of OT services to clients living in the Latrobe Valley community, whilst working within a multidisciplinary team. This includes service provision to clients eligible for services under funding streams such as Community Health, HACC, Private health, Medicare Benefits Schedule, Department of Veterans Affairs and Aged Care packages. This role does not service clients under TAC, Workcover or NDIS.

Typically this role includes comprehensive home safety assessments, task analysis, prescription of environmental modifications and adaptive aids and equipment, falls prevention education, seating assessments and prescription of wheelchairs, and scooter assessment and training.

There will also be opportunity to participate in quality improvement projects and to develop research projects.

Key objectives, duties and responsibilities

First area of duties

1. To undertake assessment, planning, delivery, evaluation and continuous improvement related to the provision of OT services at LCHS as per the scope of the role.
2. Understand the scope of practice of Allied Health Assistants involved in the provision of services and thereby provide supervision and delegation.
3. To contribute to the team direction by identifying areas of capability that the organisation will need in order to achieve strategic goals, and develop strategies to meet these needs.
4. To contribute to the development of initiatives that support individual wellbeing, autonomy and independence.
5. Provision of quality interventions within a multidisciplinary collaborative practice model of care.
6. Maintain accurate statistical information as required by the organisation and high quality client records.
7. Initiate quality improvement activities and participate in research.
8. Undertake professional development as identified in an annual performance plan.
9. Supervise students undertaking placements including general, community and interprofessional placements.

Selection criteria:

Applicants must address the selection criteria for consideration.

1. A strong desire and demonstrated ability to work collaboratively in a multidisciplinary team in a community setting
2. Sound knowledge of Occupational Therapy theory and practice with a particular interest in delivering services within a community health setting.
3. Ability to undertake provision of services as per the scope of the role.
4. Ability to fulfil the key objectives, duties and responsibilities required in the role.
5. Understanding of funding streams as per the scope of the role.
6. Excellent interpersonal, and verbal and written communication skills. Ability to listen, lead and influence.

7. Ability to institute quality assurance measures in to work practices and contribute to the development of quality systems.
8. Knowledge and experience in the use of Microsoft Office suite of programs and familiarity with internet and web-based applications.

Job requirements:

Applicants must meet the following job requirements:

Mandatory:

1. Occupational Therapy degree
2. Registration with the Australian Health Practitioner Regulation Agency (AHPRA) (or be in the process of applying)
3. Ability to undertake registration for provision of services under the relevant funding streams
4. Current Victorian drivers licence
5. Ability to travel across the service delivery area; including satellite sites when required.
6. A minimum of 3 years experience.
7. Latrobe Community Health Service complies with infectious disease control and immunisation requirements under legislation. This position is classified as a Health Care Worker B. Evidence of immunisation history must be provided prior to confirmed appointment.

Desirable:

1. Experience in a community setting.
2. Experience with provision of services using a provider number

Organisational Requirements:

1. Latrobe Community Health Service is a child-safe organisation. The successful applicant will be required to undergo a satisfactory criminal record check from the Australian Federal Police or country of residence.
2. Prior to appointment, a police record check will be undertaken. This will be updated every three years.
3. Prior to appointment, credentialing documentation must be completed and verified.
4. Prior to appointment, preferred applicants must disclose full details of any pre-existing injuries or disease that might be affected by employment in this position.
5. This Position Description and Letter of Agreement will be reviewed from time to time in keeping with changing requirements.

We are a diverse and inclusive workplace. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally diverse backgrounds and identities, LGBTIQ+ people, people with a lived experience of disability and service personnel and their families, to name a few. We will make reasonable adjustments when required.

Approved (Job title):	Executive Director Primary Health
Date:	23/03/2021

Incumbent statement

I have read, understand and accept the Position Description and this Position Description Attachment

Incumbent's Name: _____

Incumbent's Signature: _____

Date: / /