

## Role Description

**Job ad reference:****Role title:**

Fellow in Skull Base / Neurosurgery

**Status:**

Temporary Full-Time position (up to 12 months)  
*(Future vacancies of a temporary, full time or part time nature may be accommodated within this role)*

**Unit:**

Otolaryngology, Head and Neck Surgery  
Division of Surgery

**Health Service:**

Metro South Hospital and Health Service

**Location:**

Princess Alexandra Hospital  
199 Ipswich Road  
WOOLLOONGABBA Qld 4102

Please note this position will be based to work at the Princess Alexandra hospital but will be required to work at various Metro and Regional Hospital throughout Queensland. These hospitals are listed below.

**Classification level:**

L4 - L9

**Salary level:**

\$3940.60 - \$4568.80 per fortnight (L4 - L9)

**Closing date:**

2 weeks after advertising

(Applications will remain current for the duration of the vacancy)

*Please note: No third-party applications will be accepted*

**Contact:**

Prof Ben Panizza

**Telephone:**

(07) 3176 5266

**Online applications:**

[www.smartjobs.qld.gov.au](http://www.smartjobs.qld.gov.au)

If you are unable to apply online, please contact Recruitment Services on (07) 3176 4301

**Deliver application:**

Hand delivered applications will not be accepted

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**Purpose of the Role**

To undertake clinical delivery within Skull Base Surgery and cancer management and undertake the teaching of junior staff

**Your key responsibilities**

- Fulfil the accountabilities of this role in accordance with Queensland Health's core values, as outlined above.
- Staffing and budget responsibilities:
  - The following position reports to the Chairman/Director of OHNS Department
- To learn and research in the assessment of patients with skull base/head and neck cancer within Australia Hospital System.
- To learn and research surgical techniques including resections and reconstruction in skull base within the Australian Hospital System.

- To teach Fellow Registrars and Junior Medical Staff and Allied Health Professionals on the subject of skull base & general neurosurgery.
- To develop and participate in research in the clinical and laboratory situations
- To provide ethical decision making in the achievement of organizational goals.
- Conduct ward rounds to oversee all patients in care and to make appropriate decisions regarding on going patient care.
- In consultation with treating specialist, ensure decisions regarding patient care are appropriate and plan ongoing specialist care.
- Ensure decisions relating to patient care are followed through, including delegating the provision of care through effective communication.
- Maintain appropriate comprehensive and concise documentation of all observations, opinions, diagnoses, other data and procedures undertaken.
- Provide formal and informal ongoing on-the-job training and guidance to junior medical staff and students.
- Provide education on their specialist area through training seminars and tutorials to medical staff.
- Contribute towards the assessment of junior medical staff.
- Contribute to and support clinical unit improvement activities, through identifying areas for improvement and participating in implementation.
- Maintain up-to-date college mandated requirements and demonstrate a commitment to continuing professional development, through self directed learning and attendance at courses and training through the hospital.
- To provide on-call duties: 1 in 4 or 1 in 5 weeks for Metro South.
- Actively participate in Hospital's Integrated Risk Management and Safety Program, including participation in Incident Monitoring System and Root Cause Analysis where appropriate
- All relevant health professionals (including registered nurses and medical officers) who in the course of their duties formulate a reasonable suspicion that a child or young person has been abused or neglected in their home/community environment, have a legislative and a duty of care obligation to immediately report such concerns to the Department of Child Safety. All relevant health professionals are also responsible for the maintenance of their level of capability in the provision of health care and their reporting obligations in this regard.
- Ensure patients and other staff are treated fairly and with mutual respect and understanding, regardless of cultural, religious, ethnic and linguistic backgrounds
- Lead and manage staff by fostering and committing to patient's safety and quality in the delivery of health care by maintaining and evaluating safety and quality practices and initiatives.

## **Qualifications/Professional registration/Other requirements**

- Appointment to this position requires proof of qualification and registration or membership with the appropriate registration authority or association within Australia. Certified copies of the required information must be provided to the appropriate supervisor/manager, prior to the commencement of clinical duties.
- MBBS or equivalent qualification registrable with the Medical Board of Australia
- This position requires the incumbent to operate a class C motor vehicle, and an appropriate licence endorsement to operate this type of vehicle is required. Proof of this endorsement must be provided before commencement of duty.
- This position will be required to work across the following Metro Hospitals:
  - Princess Alexandra Hospital, Woolloongabba
  - Mater Adults Private Hospital, South Brisbane
  - Brisbane Private Hospital, Brisbane
  - Logan Hospital, Meadowbrook
  - Greenslopes Private Hospital, Greenslopes
  - Wesley Private Hospital, Auchenflower and;
  - St Andrew's War Memorial Brisbane.

## Are you the right person for the job?

You will be assessed on your ability to demonstrate the following key attributes. Within the context of the responsibilities described above, the ideal applicant will be someone who can demonstrate the following:

### *Key Attributes/Workplace Behaviours*

<b>Patient Focus</b>	Builds rapport and demonstrates empathy for patients and carers, appropriately questioning and keeping patients and carers informed whilst communicating at a suitable level for patients.
<b>Continuous Learning</b>	Proactively and enthusiastically seeks learning opportunities, attends training and contributes to clinical training, with an awareness of own strengths and weaknesses.
<b>Self Management</b>	Utilises time management strategies and prioritisation skills to efficiently manage own work and demonstrates a positive and professional approach to their work.
<b>Quality Focus</b>	Recognises the importance of documentation, policies and procedures within a large health care organisation
<b>Team Focus</b>	Builds rapport, communicates and demonstrates a willingness to work with team members, demonstrating flexibility and the ability to break down and effectively present problems to senior team members
<b>Work Values</b>	Demonstrates honesty, integrity and respect for all patients, carers and staff.
<b>Clinical Expertise</b>	<p>The expected conduct and capabilities of the Fellow will include:</p> <ul style="list-style-type: none"> <li>▪ The prospective Fellow must have highly developed clinical skills and proven empathy and understanding from the patients' perspective and be able to communicate key information to the patient and carers.</li> <li>▪ The prospective Fellow must show a strong commitment to the development of multidisciplinary approaches to clinical care and be able to work as part of a team.</li> <li>▪ The prospective Fellow must have demonstrated ability to train junior medical and nursing staff.</li> <li>▪ The prospective Fellow must have a clear understanding of the discipline as a whole including major international trends in the discipline and be aware of recent major developments or improvements in care impacting on the discipline.</li> </ul>

## How to apply

Please provide the following information to the panel to assess your suitability:

1. **A short-written response** (maximum 1-2 pages, dot points acceptable) on how your experience, abilities, knowledge and personal qualities would enable you to achieve the key attributes and responsibilities and meet the key skill requirements.
2. **Your current CV or resume, including two referees.** You must seek approval prior to nominating a person as a referee. Referees should have a thorough knowledge of your work performance and conduct, and one should be your current/immediate/past supervisor. By providing the names and contact details of your referee/s you consent for these people to be contacted by the selection panel. If you do not wish for a referee to be contacted, please indicate this on your resume and contact the selection panel chair to discuss.
3. **Application form** (only required if not applying online).

## About Metro South Hospital and Health Service

Metro South Health is the largest Hospital and Health Service in Queensland, with an estimated residential population of approximately one million people or 23 per cent of Queensland's population.

Metro South Health is situated in the South-East corner of Queensland from the Brisbane River in the north to the Redland City Council in the east, and to the Scenic Rim Shire down to the border of New South Wales in the south-west. It is the most culturally diverse area of Queensland with 28.5% of the community born overseas and 16% from non-English speaking countries. This health service does not include the Mater Hospitals.

Clinical services provided within Metro South Health include:

- Princess Alexandra Hospital
- Logan Hospital
- Beaudesert Hospital
- QEII Hospital
- Redland Hospital
- Wynnum Health Service Centre
- Redland Residential Care
- Redland Renal Dialysis Unit
- Casuarina Lodge
- Marie Rose Centre (Dunwich)
- Community Health Services
- Oral Health Services
- Mental Health Services
- Medical Aids Subsidy Scheme

## Our Vision

To be renowned worldwide for excellence in health care, teaching and research.

## Our Purpose

Metro South's purpose is to deliver high quality health care through the most efficient and innovative use of available resources, using planning and evidence-based strategies.

## Our Objectives

- Improving services for patients.
- Implementing reform of the Queensland Health system in Metro South.
- Focusing resources on frontline services.
- Ensuring accountability and confidence in the health system.

## Hospital/Unit Profile

The Princess Alexandra Hospital is a major teaching and referral centre and one of the largest hospitals in Australia. In line with government health strategies, Princess Alexandra Hospital is focusing on high acuity patients under the care of the Medical, Surgical, Cancer and Rehabilitation. Princess Alexandra Hospital is committed to the delivery of high quality health care, teaching and research services.

## Organisational Structure

The organisational chart is available at <http://qheps.health.qld.gov.au/metrosouth/>

## Pre-employment screening

Pre-employment screening, including criminal history and discipline history checks, may be undertaken on persons recommended for employment. The recommended applicant will be required to disclose any serious disciplinary action taken against them in public sector employment. In addition, any factors which could prevent the recommended applicant complying with the requirements of the role are to be declared.

Roles providing health, counselling and support services mainly to children will require a Blue Card. Please refer to the Information Package for Applicants for details of employment screening and other employment requirements.

## **Health professional roles involving delivery of health services to children and youth**

All relevant health professional (including registered nurses and medical officers) who in the course of their duties formulate a reasonable suspicion that a child or youth has been abused or neglected in their home/community environment, have a legislative and a duty of care obligation to immediately report such concerns to Child Safety Services, Department of Communities.

All relevant health professional are also responsible for the maintenance of their level of capability in the provision of health care and their reporting obligations in this regard.

## **Salary Packaging**

To confirm your eligibility for the Public Hospital Fringe Benefits Tax (FBT) Exemption Cap please contact the Queensland Health Salary Packaging Bureau Service Provider - RemServ via telephone 1300 30 40 10 or <http://www.remserv.com.au>.

## **Disclosure of Previous Employment as a Lobbyist**

Applicants will be required to give a statement of their employment as a lobbyist within one (1) month of taking up the appointment. Details are available at <http://www.psc.qld.gov.au/library/document/policy/lobbyist-disclosure-policy.pdf>

## **Probation**

Employees who are permanently appointed to Metro South Health may be required to undertake a period of probation of six months (except for certain medical officers whose probationary period is 12 months) in accordance with Metro South's Probation Procedures WS.B.PR.2.3.