

Position Description

Position Title	Clinical Educator
Position Number	30011003
Division	Clinical Governance
Department	Medical Imaging Technologists
Enterprise Agreement	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026
Classification Description	Grade 3
Classification Code	AT6 – AT9
Reports to	Director, Medical Imaging
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement

Bendigo Health

With more than 5,200 staff and volunteers and covering an area a quarter of the size of Victoria, Bendigo Health, is an expanding regional health service offering the advantages of city life combined with the beauty and freedom that comes from living in a regional area.

Bendigo Health is a 700 bed service that treats more than 45,000 inpatients, triages more than 65,000 emergency attendees and welcomes more than 1,600 new born babies in a year. In addition more than 15,000 operations are performed in our operating theatres and more than 100,000 occasions of services are provided in our clinics to outpatients.

The organisation provides services in emergency, maternity, women's health, medical imaging, pathology, rehabilitation, community services, residential aged care, psychiatric care, community dental, hospice/palliative care, cardiology, cancer services and renal dialysis to the people of the Loddon Mallee region.

With our main campus based in Bendigo, our services extend throughout the Loddon Mallee with sites in areas such as Mildura, Echuca, Swan Hill, Kyneton and Castlemaine.

Demand on services is increasing rapidly with Bendigo being one of Victoria's fastest growing regional cities.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community

PASSIONATE – We are passionate about doing our best

TRUSTWORTHY - We are open, honest and respectful

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

The Clinical Governance Division

The Clinical Governance Division has a focus on promoting and supporting patient safety and quality of service. It recognises the importance of leadership, culture, patient safety, clinical performance, professionalism and patient care. The Clinical Governance team works collaboratively with other staff to provide high quality clinical governance support and advice, both internally and when supporting our Regional Partner Health Services. The Clinical Governance team, in conjunction with the Office of the Chief Medical Officer, oversees incident reporting, investigation of adverse patient events and concerns/complaints regarding clinicians.

Bendigo Health has a leadership role to play in the Loddon Mallee region and this division is committed to ensuring processes are in place to deliver on our vision.

In addition, the Executive Director Clinical Governance has professional responsibilities as the Executive Director of Medical Services. As such the EDMS is focused on leading and supporting the medical workforce to feel valued and empowered to provide exceptional, quality care.

The Medical Imaging Department

The Medical Imaging Department is a fully comprehensive 24/7 department, performing around 110,000 examinations per year to a consistently high standard using a patient focused approach.

Imaging services are provided to inpatients of the Bendigo Health and surrounding hospitals, as well as outpatients referred from Hospital clinics, local GPs and specialists. The department is staffed by radiologists, medical imaging technologists, sonographers, nurses and administration staff.

Imaging services provided include:

- General radiography – 5 x XR Rooms; Mobile XR; Dental & DEXA
- MRI - 1.5T & 3T
- CT – 2 x Scanners (GE & Siemens)
- Ultrasound – 8 x Ultrasound rooms
- Digital Subtraction Angiography
- Fluoroscopy
- Mammography, including Contrast Mammography
- Theatre – 3 x IIs in theatre
- PET & Nuclear Medicine

The Position

Along with reflecting the required BH behaviours in conjunction with the Grade 4 MITs, the Staff Clinical Educator is responsible for the effective and efficient delivery of clinical training and the development/maintenance of a professional development program for medical imaging staff. As well as working alongside the Student Clinical Educator, to support the supervision and training for student and recently graduated MITs.

The position will encompass a significant clinical role along with the daily co-ordination and management of new and existing staff education and professional development requirements.

The role requires leadership that creates and supports a positive team-oriented environment where all team members are respected and work to the same goals

Responsibilities and Accountabilities

Key Responsibilities

- Demonstrate and maintain a high level of technical ability and skills across most modalities.
- Perform a significant clinical role and be available to perform all shifts and recall as required.
- Assist the Grade 4's and management with day-to-day operation and staff management as required.
- Work together with Student Clinical Educator to assist with student supervision and coordination.
- Remain current with new developments in Medical Imaging through reading, as well as attendance at post-graduate seminars, courses, workshops and user group meetings.
- Initiate, encourage and contribute to the development of clinical knowledge and skills of new and existing MITs.
- Actively participate in the department CPD program which will include, but not be limited to, oral presentations, tutorials, preparation of lecture material and education guides.
- Work with Grade 4's to ensure currency of modality and general imaging department orientation packages
- Ensure ongoing training for all MIT's is maintained in all modalities where required on a daily basis and during the roll out of new equipment, programs or processes.
- Assist Tutor MIT with delivery of the new graduate tutorials and mentor new graduates as they transition into the department
- Assist in department orientation for new nursing, admin and medical staff as required
- Contribute to the education schedule for the Medical Imaging department, ensuring it is up to date and covers all mandatory training requirements as well as includes areas of speciality competence.
- Maintain register of all department training and meeting attendances and issue certificates for such as required to comply with ASMIRT appellation guidelines
- Ensure that all staff are up to date with the hospital and department mandatory training requirements.
- Identify quality improvement audits and initiatives, facilitating education for staff on the findings of these initiatives.
- Contribute to the radiation safety education of other Allied Health and Nursing teams across the organisation as required

Generic Responsibilities

Code of Conduct - The Victorian Government's Code of Conduct is binding on all Bendigo Health staff. Contravention of a provision in the code may constitute misconduct and/ or regarded as a breach of the employee's employment agreement and will be dealt with under the organisations Counselling and Disciplinary Action Policy.

Compliance with policies and procedures - All Bendigo Health's policies and procedures are set out in its clinical and managerial policy manuals located on the intranet under PROMPT and in hard copy. All staff must ensure they comply with policies, procedures and standard ways of work practices when carrying out their work. Any breach in compliance may result in disciplinary action.

Occupational Health and Safety - Every staff member has the responsibility to take reasonable care of their own health and safety and the safety of others, to cooperate with Bendigo Health's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. Any breach in compliance may result in disciplinary action.

Infection Control - Every staff member has the responsibility to minimise incidents of infection/ cross infection of residents, staff, visitors and the general public. All staff must adhere to the policies and procedures as set out in Bendigo Health's infection control manuals. Any breach in compliance may result in disciplinary action.

Confidentiality - All information concerning Bendigo Health, its patients, clients, residents and staff should remain strictly confidential. Any unauthorised disclosure of such information may result in disciplinary action.

Quality Improvement - Bendigo Health is dedicated to improving the quality and safety of health services by providing care within the following domains of quality: Consumer Participation, Clinical Effectiveness, Effective Workforce and Risk Management. As a result, we apply the concept of the quality cycle for all our quality activities, initiatives and projects thereby ensuring the best possible care and treatment results are achieved. The underlying principle of the cycle is that an activity is not complete until evaluation shows that it has been effective and reached the desired outcome. As a Bendigo Health employee you have a responsibility to participate in and commit to ongoing quality improvement activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

Diversity – Each person has a right to high-quality health care and opportunities regardless of diversity factors, which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age and socio-economic status. Every staff member has a responsibility to recognise and respect diversity. Inclusiveness improves our service to our community and promotes engagement amongst staff.

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

Key Selection Criteria

Essential

1. Current AHPRA Registration as a Medical Radiation Practitioner.
2. Current Victorian Radiation Use Licence.
3. At least 7 years' post graduate experience as an MIT.
4. High level experience and skills in multiple modalities. I.e., General Radiography, Fluoroscopy, Trauma Radiology, CT, MRI, and Mammography.
5. Excellent interpersonal and communication skills and experience in developing, managing and motivating people.
6. Proven record in teaching, research and working in areas that require high levels of specialised knowledge and performance.

Desirable

7. Post graduate qualification or desire to undertake a course in education and/or training
8. Evidence of presentation and publication of papers or research at scientific meetings.
9. Involvement with professional organisations, e.g. ASMIRT.
10. A personal approach that is positive, enthusiastic, friendly and helpful.

Mandatory Requirements

National Police Record Check A current and satisfactory National Police Record Check must be completed by all new staff prior to commencement at Bendigo Health.

Immunisation As a health provider dedicated to providing quality patient care, we all need to be aware of the critical importance of infection control. Each staff member has a responsibility to comply with Bendigo Health's Staff Immunisation Policy and various infection control policy and procedures. All staff are required to provide evidence of vaccinations prior to commencement at Bendigo Health

Working with Children Check Bendigo Health has a responsibility to provide a child safe environment. This position is a defined "child-related role" at Bendigo Health. As such you must maintain a valid working with children check. In addition you will be required to assist Bendigo Health in providing a child safe environment by participating in any training or reporting required to ensure the protection of children in our care.

Registration with Professional Regulatory Body or relevant Professional Association For example, AHPRA, AHRI, RACS etc. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

All Bendigo Health sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.