

Position Description

Position title:	Grade 2 Physiotherapist – Women’s Health
Department:	Physiotherapy, Occupational Therapy & Speech Pathology
Classification:	Grade 2 (VB1-VB4)
Agreement:	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026)
Reporting to:	Manager - Physiotherapy, Occupational Therapy & Speech Pathology

About us

Located in Melbourne on the traditional lands of the Wurundjeri people of the Kulin Nation, the Royal Women’s Hospital is Australia’s first and leading specialist hospital for women and newborns. We offer expertise in maternity services, neonatal care, gynaecology, assisted reproduction, women’s health and cancer services. We advocate for women’s health in areas that have long been overlooked or stigmatised, including abortion, endometriosis, family violence, female genital mutilation, menopause, women’s mental health, sexual assault and substance use in pregnancy.

Our vision, values and declaration

The Women’s vision, values and declaration reflect our promise to our patients and consumers and articulate our culture and commitment to our community and each other.

Our vision is ‘**Creating healthier futures for women and babies**’.

Our values are:



Courage



Passion



Discovery



Respect

The Women’s declaration reflects the principles and philosophies fundamental to our hospital, our people and our culture.

- **We are committed to the social model of health**
- **We care for women from all walks of life**
- **We recognise that sex and gender affect health and healthcare**
- **We are a voice for women’s health**
- **We seek to achieve health equity**

Our commitment to inclusion

The Women’s is committed to creating and maintaining a diverse and inclusive environment which enhances staff and consumer wellbeing and nurtures a sense of belonging. We strongly encourage anyone identifying as Aboriginal and/or Torres Strait Islander to join us. We offer a range of programs and services to support First Nations employees. We invite people with

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disability to work with us, and we welcome anyone who identifies as linguistically, culturally and/or gender diverse, people from the LGBTQIA+ community and people of any age.

About the department/unit

The Department provides Physiotherapy, Occupational Therapy, and Speech Pathology (PT/OT/SP) services to patients of the Women's and encompasses the clinical streams of Women's Health and Neonatal care. The department is part of the Allied Health and Clinical Support Services Directorate. Physiotherapy care involves a holistic approach to the prevention, diagnosis, and therapeutic management of disorders of movement or optimisation of function to enhance the health and welfare of women and newborns.

Our aims are:

- To provide a high quality, safe and effective physiotherapy service that meets the needs of Victorian women and newborns.
- To provide an efficacious, innovative and evidence-based model of care.
- Undertake clinical research that is relevant to community needs.
- To provide a sustainable learning environment for current and future clinicians.

Our major areas of focus are:

- Ante-natal management - both inpatient and outpatient services
- Post-natal management - both inpatient and outpatient services
- Oncology services - inpatients
- Gynaecology services
- Primary contact continence assessment and management
- Vulval pain and sexual dysfunction
- Chronic pelvic pain clinic
- Women's Alcohol and Drug Service (WADS)
- Gestational Diabetes management
- Menopausal symptoms
- Neonatal services - NICU/SCN and early intervention clinics
- Education and training of undergraduate and post graduate students
- Clinical research projects and service delivery improvements

Position purpose

This is a clinical role for a Grade 2 Physiotherapist with an interest in Women's Health. The successful applicant will provide safe physiotherapy treatment, including for acute and chronic conditions, particularly focused around pelvic health, following gynaecological and oncological surgery, and/or pregnancy and early post-partum recovery. The role ensures evidenced-based practice, and a philosophy of individualised support underpins all elements of clinical care. In addition, the role consults with nursing, medical, other allied health staff, patients and their carers.

Key responsibilities

Clinical practice

- Administer safe physiotherapy treatment for acute and chronic conditions which may include incontinence, pelvic organ prolapse, sexual dysfunction or musculoskeletal problems associated with pregnancy
- Coordinate patient treatments in consultation with other clinicians where required.
- Lead group exercise and education classes.
- Manage both ward and outpatient clinical caseloads.

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- Provide prompt assessment of newly referred patients and ensure that discharged patients are referred to adequate follow-up therapy as appropriate.
- Modify service delivery practices in line with current evidence-based practice.
- Develop and maintain links with relevant community organisations.
- Critically review and keep up to date with professional literature relevant to role.
- In collaboration with supervisor, manage escalated client issues or complaints appropriately.
- Involve patients/carers in the decision-making of treatment goals and discharge.
- Display sensitivity and knowledge of ethical and multicultural issues and provide culturally aware practice.
- Assist in the development of resource knowledge and effective use of resources in practice.
- Act as clinical resource to healthcare professionals within and outside The Women's.

Safe practice and environment

- Maintain an understanding of individual and team responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives.
- Maintain a safe working environment for yourself, your colleagues, and members of the public, including but not limited to occupational health and safety considerations, infection prevention and control, etc.
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements, and legislation.
- Complete mandatory competencies promptly.
- Escalate incidents, risks, issues, conflicts, or concerns in a timely way to the Manager and participate in problem-solving and mitigating risks or issues.
- Actively participate in credentialing and scope of practice processes.
- Have a full working knowledge of emergency procedures.

Research and training

- Continue to develop professional skills and knowledge with a high level of motivation and dedication through self-directed learning, observation of others, and by engaging in agreed and approved professional development activities. Maintain an up-to-date record of this.
- Read, and critically reflect on, journal articles relevant to the clinical context and participate in seminars and conferences relevant to the area of work.
- Participate in mandatory training.
- Maintain knowledge of evidence-based technological and technical advances in therapeutic methods relevant to your specific allied health discipline. Use this knowledge to promote a culture of continuous practice and service improvement (within the department and relevant teams), and life-long learning.
- Support the provision of high-quality clinical education of undergraduate allied health students, under the guidance of a Grade 3 physiotherapist
- Promote and undertake clinical audits, as delegated.
- Participate in research activities in physiotherapy or women's health research and other relevant areas of practice/interest.
- Promote and participate in evaluation and continuous improvement processes within the physiotherapy department
- Contribute to educating and raising awareness of the physiotherapy role within the hospital.

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- Provide ongoing professional development training to the department and other hospital staff through presentations and tutorials as requested.
- Foster a research-based culture by identifying research opportunities arising in physiotherapy

Practice improvement and service development

- Engage in an organisational culture that promotes service improvement and innovation
- Maintain the standards, condition and safety of equipment and advise on physiotherapy equipment needs.
- Participate in the development and implementation of procedures, guidelines, and frameworks for the department as requested, in collaboration with supervisors.
- Assist in identifying the need for new services and initiating new Allied Health and multidisciplinary clinical projects in conjunction with the Manager.
- Contribute to benchmarking opportunities to evaluate the ongoing effectiveness and efficiency of services.

Information and data management

- Ensure adequate and appropriate clinical documentation in medical records including via electronic medical record (EMR).
- Maintain accurate statistical systems to collect and collate service data for reporting.
- Work within the guidelines of the appointments and reporting systems in the department.
- Partake in documentation audits as requested.

Professional responsibilities

- Adhere to the Women's and professional codes of conduct and code of ethics in all areas of practice.
- Actively participate in orientation program to the role, team, and organisation.
- Plan and manage own workload to ensure adequate time for achievement of the objectives of the position.
- Ensure annual performance development review and mandatory competencies are completed.
- Participate in the management of allocated departmental portfolios.
- Participate in nominated Saturday morning shifts and the on-call roster (Sunday/public holidays).
- Contribute to the strategic and operational planning of the Women's PT/OT/SP Department under the guidance of senior clinicians.
- Foster teamwork and information sharing among all disciplines within the Women's.
- Attend all meetings relevant to the position.
- Perform other duties or responsibilities as directed and requested.

Communication

- Communicate effectively with patients, family members, staff, and departments individually and as part of a team to support high quality patient care.
- Ensure that written communication is in line with the Women's communication guidelines and written in a way that optimises understanding and engagement.
- Develop and maintain effective working relationships with internal and external stakeholders.
- Demonstrate excellence in customer service communications especially patient/parent/carer contact to ensure understanding and informed consent.

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- Hand over any relevant information relating to planned work, work in progress, and significant events to colleagues.
- Query incorrect or unnecessary referrals.
- Effectively apply conflict resolution skills when dealing with problems and liaise with supervisor as required.
- Actively promote the Physiotherapy/Occupational Therapy and Speech Pathology Department and represent the profession as required.

Planning

- Contribute to the strategic and operational planning of the Department under the guidance of the various leadership roles involved.
- Contribute to the strategic planning of Allied Health at the Women's.
- Monitor number of referrals and treatments to ensure the service meets the needs of our patients.

Key Performance Indicators (KPIs)

KPIs are how you will be measured as meeting the responsibilities of the position. These will be set with you as part of your Performance Development Plan within the first six months of your appointment to the position.

Key Selection Criteria

Experience/Qualifications/Competencies

- Degree in Physiotherapy as recognised by the Australian Health Practitioner Regulation Agency (AHPRA).
- Current registration with the Australian Health Practitioner Regulation Agency (AHPRA).
- Demonstrable experience in clinical management of patients
- Competent computer literacy including use of a PC, mouse, keyboard, standard Microsoft office software

Essential Criteria

- Commitment to a patient-centred approach to service provision.
- Capacity to work effectively in a changing environment and within a multidisciplinary team.
- Demonstrate proficiency and accuracy in a range of computer programs and platforms especially Microsoft Office 365, search engines, electronic medical records, etc.
- Strong problem-solving and professional communication skills (verbal, non-verbal and written)
- Understanding of professional codes of conduct.
- Demonstrated capacity to successfully manage time and competing priorities.
- Evidence of CPD in line with registration requirements.
- Desire for research skill development

Desirable Criteria

- Experience with electronic medical records (EMR) and booking systems.
- Ability to identify areas for research
- Presenting to small or large groups.

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- Interest in developing leadership capabilities.
- Demonstrated experience and involvement in research and audit activities.
- Member of the Australian Physiotherapy Association, and the Victorian Branch of Continence and Women's Health Physiotherapy Australia.
- Previous experience in leading exercise and education classes.

Attributes

- Embodies the Women's values of courage, passion, discovery, and respect.
- Positive, "can do", and flexible approach.
- Well-developed interpersonal skills and professional demeanour.
- Balancing competing and conflicting priorities and time management.

Organisational relationships

Internal relationships

- Allied Health administrative and other administrative staff
- Director of Allied Health and Clinical Support Services
- Director of Allied Health Research
- Women's health multidisciplinary team members and shift team leaders
- All RWH clinical and non-clinical staff

External relationships

- Patients, visitors and their families/carers
- Other health services and external agencies that engage with our departments
- Medical staff at other medical facilities
- Universities and specialised training facilities
- Special interest groups and communities of practice

Inherent requirements

There are a number of critical work demands (inherent requirements) that are generic across all positions at the Women's. The generic inherent requirements for this position are detailed below. These may be added to with more specific inherent requirements, if required, by your manager and Occupational Health and Safety.

Physical Demands	Frequency
Shift work – rotation of shifts – day, afternoon and night	Not Applicable
Sitting – remaining in a seated position to complete tasks	Frequent
Standing - remaining standing without moving about to perform tasks	Frequent
Walking – floor type even, vinyl, carpet,	Frequent
Lean forward / forward flexion from waist to complete tasks	Occasional
Trunk twisting – turning from the waist to complete tasks	Rare
Kneeling – remaining in a kneeling position to complete tasks	Rare
Squatting / crouching – adopting these postures to complete tasks	Rare
Leg / foot movement to operate equipment	Rare
Climbing stairs / ladders – ascending and descending stairs, ladders, steps	Rare
Lifting / carrying – light lifting and carrying less than 5 kilos	Rare
– Moderate lifting and carrying 5–10 kilos	Rare
– Heavy lifting and carrying – 10–20 kilos.	Not Applicable
Push/Pull of equipment/furniture – light push/pull forces less than 10 kg	Rare
– moderate push / pull forces 10–20 kg	Rare

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– heavy push / pull forces over 20 kg	Not Applicable
Reaching – arm fully extended forward or raised above shoulder	Rare
Head / Neck Postures – holding head in a position other than neutral (facing forward)	Rare
Sequential repetitive actions in short period of time	
– Repetitive flexion and extension of hands wrists and arms	Occasional
– Gripping, holding, twisting, clasping with fingers / hands	Occasional
Driving – operating any motor-powered vehicle with a valid Victorian driver's license.	Not Applicable
Sensory demands	Frequency
Sight – use of sight is integral to most tasks completed each shift	Prolonged and Constant
Hearing – use of hearing is an integral part of work performance	Prolonged and Constant
Touch – use of touch is integral to most tasks completed each shift.	Prolonged and Constant
Psychosocial demands	Frequency
Observation skills – assessing / reviewing patients in /outpatients	Prolonged and Constant
Problem Solving issues associated with clinical and non-clinical care	Prolonged and Constant
Attention to Detail	Prolonged and Constant
Working with distressed people and families	Occasional
Dealing with aggressive and uncooperative people	Rare
Dealing with unpredictable behaviour	Rare
Exposure to distressing situations	Occasional

Definitions used to quantify frequency of tasks / demands as above

Prolonged / Constant	70–100 % of time in the position
Frequent	31–69 % of time in the position
Occasional	16–30% of time in the position
Rare	0–15% of time in the position
Not Applicable	

Employee awareness and responsibilities

- Employees are required to be aware of, and work in accordance with, hospital policies and procedures.
- Employees are required to identify and report incidents, potential for error and near misses, to improve knowledge systems and processes and create a safe environment for staff and patients.
- Employees agree to provide evidence of a valid employment Working with Children Check and provide complete details for the Women's to undertake a Nationally Coordinated Criminal History Check (NCCCHC).
- Our vision is a future free from violence and discrimination in which healthy, respectful relationships are the norm. The Women's expects all staff to contribute to a culture that promotes and supports diversity, equity, respect and inclusion.
- The Women's provides pregnancy termination services as part of its public health responsibility to provide safe health care to women.

Vaccination requirements

As this role has direct physical contact with patients and clinical environments, employees are required to be vaccinated against or demonstrate immunity to influenza, COVID-19, whooping cough (pertussis), hepatitis B, chicken pox, MMR (measles, mumps, rubella) and may include hepatitis A, and complete screening for tuberculosis.

Employment with the Women's is conditional upon the provision of satisfactory evidence of vaccination and/or screening, and we may withdraw an offer of employment if the required evidence is not provided at least five business days prior to the intended start date.

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Declaration

By accepting this position description electronically, I confirm I have read, understood and agreed to abide by the responsibilities and accountabilities outlined

Developed Date: July 2025

Developed by: Manager - Physiotherapy, Occupational Therapy and Speech Pathology

Date of next Review: July 2026

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