

Position Description

Position title:	Women's and Neonatal Imaging Fellow
Department:	Pauline Gandel Women's Imaging Centre
Classification:	Registrar Year 6 and thereafter
Agreement:	Doctors in Training (Victorian Public Health Sector) (AMA Victoria) Enterprise Agreement 2022-2026
Reporting to:	Clinical Director, Radiology

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 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.

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About the department/unit

The Pauline Gandel Women's Imaging Centre (PGWIC, or the Centre) sits within the Allied Health and Clinical Support Services Directorate. It contains the Department of Radiology and the Department of Obstetrics and Gynaecology Ultrasound. The Women's Department of Radiology provides a progressive, multi-disciplinary 24-hour service for general adult and neonatal radiology referrals including a wide range of X-rays, fluoroscopic procedures, general and neonatal ultrasound (US), Magnetic Resonance Imaging (MRI), contrast mammography, and imaging guided procedures.

Position purpose

Fellows in Radiology are responsible for the provision of excellent, subspecialty, clinical care to women (outpatients or inpatients), fetuses and infants. The role is part of a multidisciplinary team providing individualised, family-centred approaches to diagnostic and therapeutic interventions using radiological and ultrasound modalities. This is an advanced training position and will at times oversee more junior clinicians and assist consultants/supervisors with clinical triage of electronic referrals.

The area of practice will be limited to the relevant subspecialty area except as agreed or as necessary in exceptional circumstances.

Key responsibilities

Clinical Expertise/Skills

The Fellow will provide care:

- In consultation with supervising consultants, as appropriate.
- In accordance with rosters, daily duties and notes to daily duties as published on the Junior Medical Staff rosters website and varied from time to time (except where otherwise directed).
- Taking into account best available evidence regarding quality and safety including RWH Clinical Practice Guidelines.
- With effective communication with other members of the multidisciplinary team providing care.
- With accountability for care delivered by more junior medical staff under supervision or delegation.
- Comprehensively including timely record-keeping, discharge preparation and communication with referring practitioners and those providing ongoing care.

Trainee medical staff are expected to:

- Provide preliminary reports for all imaging modalities performed in the Department with supervision of the attending consultant.
- Undertake procedures including imaging guided biopsies, localisations, drainages with supervision of the attending consultant.
- Perform fluoroscopic guided procedures for both neonates and women including contrast studies and hysterosalpingograms with supervision of the attending consultant.
- Participate in multidisciplinary team meetings and activities.
- Participate in relevant committees, management and service development activities commensurate with their skills and experience, in consultation with the JMS body.
- Develop collaboration, supervision and leadership skills appropriate to their career path and training level.

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Leadership

- Work with your team to assume joint responsibility for monitoring and evaluating activity and develop strategies to improve team outcomes.
- Inspire others by motivating them towards higher levels of performance that are aligned with The Women's vision and values.
- Demonstrate emotional awareness by establishing and sustaining trusting relationships in a complex hospital environment.
- Aim to accurately perceive and interpret your own and your staff's emotions and behaviour; exercise self-insight to effectively regulate your own responses.

Safe practice and environment

- Cooperate with the Quality and Safety team on various quality improvement activities.
- Address the concerns of women, their families, team members and other hospital departments to ensure that the quality of the service improves.
- Hold yourself and others accountable for providing a positive patient experience.
- Use appropriate techniques to resolve difficult patient situations and regain their confidence.
- Contribute and commit to a culture that promotes gender equity, respect and a safe working environment and have an understanding of violence against women and family violence issues and trauma-informed care.

Research and training

- Participate in presentations and conduct teaching sessions suitable to level of training and experience.
- Participate in departmental research and individual research project as negotiated with and approved by the Clinical Director, Radiology.

Practice improvement and Service development

- Participate in audit and practice improvement activities.
- Facilitate change by identifying and supporting the implementation of new practices within your Team which maximise continuity of care within the hospital.

Information and data management

- Use of the Women's electronic medical record (EMR) to fulfil the duties of this position.
- Use of PGWIC PACS (Picture Archiving and Communication System) and RIS (Radiology Information System) to fulfil the duties of this position.

Advocacy

- Supporting and advocating for the needs of patients and co-workers in need within the scope of their practice.

Communication

- Undertaking clear, concise communication with the patient and their multidisciplinary team to obtain consent, explain imaging study procedures, findings, and any further recommendations.

Planning

- Establish an action plan for self and others to complete work efficiently and on time by setting priorities, establishing timelines, and ensuring staffing levels and skill mix are maintained across the continuum.

Key Performance Indicators (KPI's)

KPI's 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.

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Key selection criteria

Essential:

Experience/Qualifications/Competencies

- MB BS or equivalent qualification.
- Registration with the Australian Health Practitioner Regulation Agency (AHPRA).
- FRANZCR Part 2 or equivalent.

Other criteria

- Excellent communication skills (verbal, non-verbal and written skills in English).
- Ability to work individually and well with others.
- Demonstrated ability to balance competing and conflicting priorities.
- Ability to identify risk and use appropriate escalation pathways to mitigate these risks.
- Demonstrated willingness to engage in regular supervision (operational and clinical).
- Research qualification or credentials (desirable)
- Interest in imaging for women's and/or neonates' health care (desirable)

Attributes

- Embodies the Women's values of courage, passion, discovery and respect
- "Can do" and flexible approach
- Well-developed interpersonal skills
- Demonstrate empathy and compassion with patients
- Ability to engage with and learn to lead within a tight-knit unit providing expertise in multiple areas of reproductive care
- Balancing competing and conflicting priorities
- Time management and prioritising
- Professional demeanour

Organisational relationships

Internal relationships

- PGWIC staff: including allied health, radiologists, nurses, administration staff
- ICT
- Other departmental colleagues, including those in Maternity Services, Neonatal Services and Women's Health
- Medical Workforce
- Chief Medical Officer
- Research Centre

External relationships

- Royal Australian & New Zealand College of Radiologists
- AHPRA
- Australian Medical Association
- Universities

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Inherent requirements

Inherent requirements are the essential tasks and activities that must be carried out in order to perform this role, including with adjustments. The Women's is committed to providing workplace adjustments that support all people to work with us. We welcome you to discuss any adjustments with the manager of this role during the recruitment process or at any time during your employment, as we acknowledge and understand circumstances can change. You can also request a copy of our workplace adjustments procedure for more information.

Physical Demands	Frequency
Shift work – rotation of shifts – day, afternoon and night	NA
Sitting – remaining in a seated position to complete tasks	Optional /standing desk
Standing - remaining standing without moving about to perform tasks	Occasional
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	Occasional
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	Occasional
Climbing stairs / ladders – ascending and descending stairs, ladders, steps	Rare
Lifting / carrying – light lifting and carrying less than 5 kilos	Occasional
– Moderate lifting and carrying 5–10 kilos	Rare
– Heavy lifting and carrying – 10–20 kilos.	Rare
Push/Pull of equipment/furniture – light push/pull forces less than 10 kg	Occasional
– moderate push / pull forces 10–20 kg	Rare
– heavy push / pull forces over 20 kg	Rare
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	Frequent
Driving – operating any motor-powered vehicle with a valid Victorian driver's license.	NA
Sensory demands	Frequently
Sight – use of sight is integral to most tasks completed each shift	Frequency
Hearing – use of hearing is an integral part of work performance	Constant
Touch – use of touch is integral to most tasks completed each shift.	Constant
Psychosocial demands	Frequent
Observation skills – assessing / reviewing patients in /outpatients	Frequency
Problem Solving issues associated with clinical and non-clinical care	Constant
Attention to Detail	Constant
Working with distressed people and families	Constant
Dealing with aggressive and uncooperative people	Frequent
Dealing with unpredictable behaviour	Occasional
Exposure to distressing situations	Constant
	Frequent

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	1 – 15% of time in the position
Not applicable	0% of time in the position

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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 (NCCHC).
- 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.

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: May 2025

Developed by: Clinical Director, Radiology

Date of next review: May 2026

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