Position Description

Position title:	Consultant Physician (Haematologist)
Department:	Department of Obstetric Medicine (Maternity Services)
Classification:	As per Award
Agreement:	Medical Specialists (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022-2026
Reporting to:	Director of Obstetric Medicine

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:



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.

About the department/unit

The Women's is a centre of excellence for clinical care, research and education with more than 7,000 births per year. The Obstetric Medicine Department provides the medical services of the Women's Hospital. Our major area of focus is the medical care of women before, during and after pregnancy.

We work as part of a multi-disciplinary team and liaise with midwives, other medical specialists, allied health practitioners and primary care. We provide care to women from a certain geographical area and to higher risk women outside the local area.

Position purpose

The Consultant Physician will participate in the clinical care of Women at the Royal Women's Hospital.

This position, in collaboration with the Clinical Director, is responsible for:

- Providing high quality outpatient services
- Providing inpatient services in consultation with an appropriate obstetric team
- Participating in an on-call roster (if required)
- Playing an active role on the ongoing education of registrars, residents, medical students and other health care trainees
- Assisting with some research activities
- Assisting with some administrative activities

Key responsibilities

Clinical Expertise/Skills

- Clinical skills and expertise in the care of medical issues presenting in pregnancy; these medical issues may be pre-existing or present for the first time in pregnancy
- Clinical skills and expertise in the care of medical issues presenting in the months before or after pregnancy

Leadership

- Provide leadership working in a multidisciplinary team which includes senior and junior medical staff, nursing staff, ward clerks, allied health staff and patient services.
- Leadership in communication and co-operation with referring doctors and other involved health-care providers.

Safe practice and environment

- Provide care for women that is culturally safe and inclusive.
- To ensure that consumer input is welcomed and encouraged.

Research and training

- Participate in research projects relevant to the Department of Obstetric Medicine
- To ensure awareness of clinical experience and proficiency of junior medical staff delegated to deliver care and provide direct supervision as necessary.
- To assist in the instruction and professional development of post graduate and undergraduate students of all health professions and disciplines.
- To maintain personal qualifications in accordance with continuing certification requirements of relevant medical college or other body.
- To participate in hospital provided professional development activities and keep up to date with relevant developments in clinical and hospital practice

Practice improvement and Service development

- Participation in the development, implementation and revision of treatment protocols and clinical guidelines to ensure best practice services
- To work collaboratively to facilitate clinical service improvement through clinical audit and research.

Information and data management

- Ensure consultations, treatment plans and other aspects of care are rigorously documented to support ongoing care and to meet medico-legal requirements

Professional responsibilities

- Attend clinics in a timely manner
- Provide clinical care for women before, during and after pregnancy

Administrative responsibilities

- Attend Department meetings, as required.
- To take annual or conference leave only after application and approval, which must occur with sufficient lead time to allow for arrangement of cover or cancellation of clinical work, usually at least six weeks in advance.
- To take annual leave within 18 months of its accrual, except where other arrangements are negotiated; this would usually mean no more than six weeks annual leave should be accrued.

Advocacy

- Advocacy for women with medical conditions before, during and after pregnancy.

Communication

- With other staff at The Women's
- With external treating specialists units
- With primary care providers
- With patients and support persons

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.

Key selection criteria.

Experience/Qualifications/Competencies

- Appropriate Tertiary Qualification: Recognized medical degree (eg. MBBS)
- Recognized Fellowship (or imminent Fellowship) in Adult Medicine (eg. RACP)

Desirable Criteria

- Fellowship in Obstetric Medicine
- Clinical experience in obstetric haematology

Organisational relationships

Internal relationships

- Women and their families using the services of The Royal Women's Hospital
- Clinical Director of maternity Services
- Department Heads, Team Leaders, Unit Managers
- Medical, Nursing, Allied Health Staff

External relationships

- Government departments
- Other Health providers

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	Rare
Sitting – remaining in a seated position to complete tasks	Frequent
Standing- remaining standing without moving about to perform tasks	Occasional
Walking – floor type even, vinyl, carpet,	Occasional
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	Occasional
Leg/foot movement to operate equipment	Rare
Climbing stairs/ladders – ascending and descending stairs, ladders, steps	Occasional
Lifting/carrying – light lifting and carrying less than 5 kilos	Occasional
– Moderate lifting and carrying 5 – 10 kilos	Occasional
– 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	Occasional
– heavy push / pull forces over 20 kg	Occasional
Reaching – arm fully extended forward or raised above shoulder	Occasional
Head/neck postures – holding head in a position other than neutral (facing forward)	Occasional
Sequential repetitive actions in short period of time	
– Repetitive flexion and extension of hands wrists and arms	Frequent
– Gripping, holding, twisting, clasping with fingers/hands	Frequent
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	Constant
Hearing – use of hearing is an integral part of work performance	Constant
Touch – use of touch is integral to most tasks completed each shift	Frequent
Psychosocial demands	**Frequency**
Observation skills – assessing/reviewing patients in/outpatients	Constant
Problem solving issues associated with clinical and non-clinical care	Constant
Attention to Detail	Constant
Working with distressed people and families	Frequent
Dealing with aggressive and uncooperative people	Occasional
Dealing with unpredictable behaviour	Constant
Job demands – high workload, tight deadlines, and competing priorities	Constant
Exposure to traumatic or distressing content or situations – including handling sensitive information arising from patient records, patient care activities, incident reports, adverse events, or investigations of adverse events.	Frequent
Role specific considerations Support is available for staff exposed to psychological risks. Any adjustments that may be required can be discussed with your manager.	

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

Employee awareness and responsibilities

- Employees are required to be aware of, and work in accordance with, hospital policies and procedures
- Employees are required to idendify 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: November 2026

Developed by: Manager, Medical Workforce

Date of next review: November 2027
