

ORGANISATIONAL OVERVIEW

Introduction:

Northern Health is a vibrant, fast-paced workplace located in the rapidly growing northern suburbs. This is driving us to think innovatively about the needs of the population and what the health system of the future might need to look like to meet those needs. We take care of our community by providing a wide range of health services at multiple locations including:

- Northern Hospital Epping
- Broadmeadows Hospital
- Craigieburn Community Hospital
- Bundoora Centre
- Merri-bek Community Team
- Broadmeadows Community Care Unit
- Broadmeadows Prevention and Recovery Care
- Hotham Street Community Mental Health Clinic
- Northern Prevention and Recovery Care
- Northern Community Care Unit and,
- Noogal Clinic
- Kilmore District Health
- Women's Health Hub
- Mernda Community Hospital

We also collaborate with our partners to help expand the range of health care services offered to our culturally rich and diverse community.

As an organisation, we are shifting our focus from illness to putting a spotlight on supporting our community in 'staying well'. In order to achieve this, we are developing strong relationships with other health service providers and the community across the region, to help us think differently about the future.

Northern Health provides a dynamic working environment, with a strong culture of teamwork, safety and respect. Northern Health is proud to be an inclusive employer and aims to ensure our workforce is representative of the community.

Our Vision:

Creating a healthier future by working together, innovating and delivering great care.

Our Values:

- Safe – We provide safe, trusted care for our patients. We are inclusive, culturally safe, celebrating the diversity of our staff and community.
- Kind – We treat everyone with kindness, respect and empathy. We provide patient-centred and compassionate care.
- Together – We work together with our staff, patients, consumers and health system partners.

Our Priorities:

Northern Health has determined six strategic directions. The directions are focused on addressing priorities for safety, sustainability, growth and innovation. They reflect our best assessment of opportunities and challenges in our current and future environment.

- Collaborate to deliver safe, efficient, effective and sustainable care in all our services
- Demonstrate our commitment to the wellbeing of our valued workforce
- Renew and strengthen our infrastructure, systems, tools and processes for financial sustainability and growth
- Innovate to shape the future of health care in Victoria
- Partner to keep people well and deliver the best possible care locally
- Drive research and education to deliver excellent care and develop the next generation of clinicians and health care leaders

These priorities are inter-related in that success in one area is dependent on success in another. Detailed plans have been developed to support each of the priority areas.

All Northern Health employees will contribute to improving patient safety by being familiar with, and applying the National Safety and Quality Standards and criteria.

Safety, Quality and Clinical Governance at Northern Health:

Northern Health is dedicated to providing the highest quality of care in the safest possible environment for every patient every time. We are focused on strengthening the safety and quality of care across the continuum, with a focus on saving lives, reducing harm and improving the patient experience.

Northern Health's safety and quality improvement activities focus on delivering the Strategic Plan and Operational Business Plans, and are supported by the Northern Health Clinical Governance and Risk Frameworks, and the Northern Health Quality Improvement Methodology.

The Northern Health Quality Management System brings together the core elements that underpin how:

- Quality and Clinical Governance is determined.
- Quality services are delivered.
- Risk is managed.
- Audit – what matters is monitored.
- Our committees monitor performance of controls put in place to ensure safe patient care.

Commitment to Child Safety at Northern Health:

- We are committed to the safety, participation and empowerment of all children
- We are committed to the cultural safety of Aboriginal children, the cultural safety of children from a culturally and /or linguistically diverse backgrounds and to providing a safe environment for children with a disability.
- We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures
- We have legal and moral obligations to contact authorities when we are worried about a child's safety, which we follow vigorously

Family Violence and Child Safety Statement:

Northern Health is a child safe environment and is committed to protecting children from harm and abuse, in accordance with our legal obligations and the Child Safe Standards. Northern Health aims to identify and respond individuals who are at risk of child abuse and family violence and we encourage victim survivors to disclose to their health professional to seek support and safety. Northern Health has zero tolerance of child abuse and family violence, and all disclosures and safety concerns will be treated sensitively in accordance with our policies and procedures.

Northern Health actively promotes the safety and wellbeing of all individuals. We recognize and respect individual rights, identities, relationships and cultures. Our aim is to foster a trauma-informed, culturally safe and child safe environment.

Northern Health is an Information Sharing Entity (ISE) and is prescribed to the Family Violence Multi-Agency Risk Assessment & Management (MARAM) Framework and the Information Sharing Schemes. Family violence and child safety training is mandatory for our staff members and volunteers.

Essential:

- Current National Police and Working with Children History Check.
- The Staff Immunisation Questionnaire must be completed by all new employees as part of the mandatory on-boarding process. New employees are not permitted to undertake any activity that requires patient contact prior to clearance by the Staff Immunisation Nurses; this also includes evidence of having the Flu vaccination on a yearly basis. New employees with contra-indications to vaccinations or who decline vaccination are required to attend a face to face consultation with the Immunisation Nurses for appropriate documentation of their contraindications or declination. This must be completed PRIOR to commencing any work with Northern Health.



POSITION DESCRIPTION

Position Title:	2027 Intensive Care Fellow (Transition Year)
Business Unit/Division:	Office of CMO
Award Agreement:	In accordance with the AMA Victoria – Doctors in Training (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022-2026
Classification:	HM28 – HM30
Employment Type:	Fixed Term, Full Time
Reports to:	Unit Head ICU, Unit Consultants, Divisional Director, Chief Medical Officer through the Junior Medical Workforce
Date Prepared/Updated:	April 2026

ROLE STATEMENT

General Role Statement:

The Transition Year (TY) refers to the final mandatory 12 months of intensive care training undertaken by a trainee in a unit approved by the College. The TY position must be prospectively approved by the College prior to the commencement of the term.

The TY position is a role between that of registrar and consultant, with flexibility and graded responsibility to allow increasing clinical autonomy, and development of skills in research and administration. It is aimed to assist the movement of the trainee into specialist practice and build on those skills and attributes acquired in the early years of training and which were assessed in the formal exams and in workplace-based assessments. It also focuses on further development of the successful candidates' non-clinical interests and skills.

All employees:

Quality, Safety, Risk and Continuous Improvement

- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives.
- Follow organisational safety, quality & risk policies and procedures
- Maintain a safe working environment for yourself, your colleagues and members of the public.
- Maintain an understanding of individual responsibility for patient safety, quality & risk as outlined in Northern Health [Clinical Governance & Patient Experience - Trusted Care](#).
- Contribute to organisational quality and safety initiatives.
- Escalate concerns regarding safety, quality & risk to appropriate staff members, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with principles of Patient Centred Care.
- Comply with Northern Health's commitment to Child Safety
- Comply with Northern Health mandatory continuing professional development requirements.
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements.
- All employees of Northern Health must comply with the health service's Staff Health / Workforce Immunisation procedure (as amended from time to time) together with any relevant State

Government and Departmental directives. This requires all employees to be vaccinated for various diseases such as, but not limited to influenza.

KEY RESULT AREAS AND MAJOR RESPONSIBILITIES

Introduction

This position at Northern Health aims to fulfil all the Objectives of training as enunciated in CICM document T-26 (2013).

Clinical

The Northern Hospital ICU is part of a busy and expanding health service in Metropolitan Melbourne. There are approximately 1,400 admissions per year with the majority being emergency admissions via Victoria's busiest Emergency Department or from inpatient wards. Working within this busy and challenging environment the successful candidate will:

1. Be available for advice to the Intern, Resident and Registrar staff where necessary inpatient clerking, discharge summaries, maintaining charts, ordering and reviewing results and investigations.
2. Assess and define clinical problems in the critically ill in the broader context and develop and facilitate a diagnostic and management plan.
3. Assist in managing workflow of Residents and Registrars in ICU and ensure timely collation of results of investigations.
4. Ensure continuity of care for all patients via appropriate handover procedure in the unit, including training of the junior Registrar in these procedures.
5. Modify management and treatment of patients initiated by junior staff to provide highest quality of care.
6. Act in a collaborative manner with internal and external medical and surgical units to ensure safe and appropriate treatment of all patients within and referred to Northern Health.
7. Participate in the care of paediatric patients admitted to the newly established Paediatric HDU within the department.
8. Participate in the on-call roster with an Intensivist as second on call for advice as required.

After an initial period of orientation to the unit it is expected that the successful candidate will work with increasing autonomy. Within three to six months of commencement when rostered on clinical duties they will be expected to act as clinical lead on the floor of the 10 ICU-bed-equivalent ICU/HDU.

This includes being in over-all charge of the whole unit (10 beds), leading the ward round, directing patient care over the course of the day and triaging admissions independent of the Intensivist on duty unless the successful candidate feels their input is required. By the end of the TY the successful candidate should be ready to transition seamlessly to independent practice as a junior Consultant.

Teaching

The ICU at Northern Health has a busy teaching roster that involves weekly Journal club presentations by Registrars and Specialists and delivery of regular Registrar and Nursing teaching. The successful candidate will be expected to assume the educational portfolio in the department. This will entail planning of the teaching programme and participation in its delivery with assistance of the departments Intensivists and Registrars. Rostered non-clinical time will be provided to facilitate fulfillment of this commitment.

Other responsibilities include organizing and delivering tutorials for medical students (MD2 and 4, University of Melbourne) and co-ordination and delivery of the annual VICEN (Victorian Intensive Care Education Network) day at TNH.

Administration

A key part of successful practice as an Intensivist is participation in a variety of administrative activities. Experience in these activities can be limited during training therefore the successful candidate will have the opportunity to:

1. Participate in interviews for Registrar/Resident positions.
2. *Solely* responsible for preparing the Junior Registrar roster.
3. Provide active support for consultants in other administrative activities as required.
4. Attend bi-monthly senior staff meetings.
5. Participate in departmental management activities including *mandatory* Co-Chairing the Emergency Quality Risk Management (QRM) committee and attendance at the Antibiotic Stewardship Committee.

Quality Assurance Program

TNH ICU has developed a robust quality assurance programme. The successful candidate will be *solely* responsible for co-ordination and delivery of the weekly Morbidity and Mortality meetings ICU. They will also be involved in the following activities:

1. Adverse event assessment
2. Root Cause Analysis of ISR 1 and 2 events

College Activities

Involvement in CICM activities will be encouraged for the successful candidate and leave prioritised to facilitate this. Opportunities for this include:

9. Attendance as trainee representative at CICM hospital inspections.
10. Assistance with the CICM examinations when held in TNH ICU.
11. Supervision or assistance with registrar projects.
12. Attendance at the CICM ASM and other regional events

SELECTION CRITERIA

Qualifications, Registrations and Qualities:

Essential

- Must fulfil the following College criteria:
 - Satisfactory completion of the required clinical training time and assessments for the core intensive care medicine, anaesthesia and medicine years
 - Satisfactory completion of the Second Part Examination
 - Satisfactory completion of all prescribed courses, learning packages and WBA.
 - Submission of a Formal Project in the format prescribed in the guideline
 - Satisfactory exposure to two out of the three sub-specialities in:
 - a) Cardiothoracic surgery intensive care
 - b) Neurological / Neurosurgery intensive care
 - c) Trauma intensive care
- Must be a registered Medical Practitioner in Australia with the Australian Health Practitioner Regulation Agency (AHPRA).
- Have demonstrated commitment to high quality patient care.
- Have demonstrated capability and interest in research
- Have demonstrated commitment to teaching.
- Have demonstrated ability to communicate at all levels.
- Have demonstrated teamwork and collaboration
- Have demonstrated information technology skills such as use of email, spreadsheet, word-processing and presentation platforms

- Have demonstrated understanding of, and commitment to Clinical Governance.

Employee Declaration

I have read, understood and accept the above Position Description.

(Please print name)

Signature:

Date: