

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

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| Position Title: | Obstetrics & Gynaecology Sonologist |
| Business Unit/Division: | Northern Imaging Victoria |
| Award Agreement: | AMA Victoria Medical Specialists Enterprise Agreement 2022-2026 |
| Classification: | HN16-HN56 |
| Employment Type: | Part-time |
| Reports to: | Director of Imaging Services, Northern Imaging Victoria Head of O&G Imaging, Northern Imaging Victoria |
| Date Prepared/Updated: | May 2026 |

ROLE STATEMENT

General Role Statement:

As an O&G Sonologist with Northern Imaging Victoria (NIV), you will be part of a team delivering safe, high quality and efficient O&G imaging services to referrers and patients of Northern Health as well as external referrers. In addition to clinical work, this senior medical position carries with it the professional responsibilities of teaching, training, research and quality improvement activities. The O&G Sonologist will work within NIV in a collaborative multidisciplinary environment and this position is responsible for the provision of subspecialty Obstetrics and Gynaecology ultrasound reporting and procedural services in accordance with governing laws and regulations as established by the medical regulatory bodies, including the Medical Board/AHPRA and RANZCOG/RANZCR.

This position is responsible for:

- Providing safe, high quality and efficient O&G ultrasound imaging and procedural services to referrers and patients of Northern Health as well as external referrers.
- Ensuring the provision of O&G ultrasound services in accordance with governing laws and regulations as established by the medical regulatory bodies, including the Medical Board/AHPRA, RANZCOG/RANZCR.
- Collaborating with other colleagues in a multidisciplinary environment to deliver a safe and high-quality O&G imaging service.
- Participation in quality, research and/or administrative activities as required.

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

Key Responsibilities

- Ensure the provision of safe, high quality and efficient O&G ultrasound imaging interpretation, reporting and interventional services to Referrers and Patients in accordance with professional, ethical and industry quality standards.
- Work closely with the Imaging, Obstetrics and Gynaecology and Maternal fetal medicine units and services, for the delivery of optimal clinical and diagnostic care.
- Support development of relevant reporting frameworks to ensure optimal O&G reporting.
- Ensure the provision of these services independently and unsupervised in a timely and appropriate manner.
- Clinical attendance at NIV sites based on the roster including participation in multidisciplinary and other clinical meetings as required.
- Perform other duties as required by the Director of Imaging Services, Operations Manager or Divisional Director of Diagnostic Services.
- Maintain registration as a Specialist Medical Practitioner in Australia with AHPRA and be bound by the conditions of such medical registration.
- Contribute to the effective delivery of services in the department daily by engaging in workload management and teamwork.
- Contribute to the development of systems, processes and standards including quality improvement activities in order to deliver high quality, efficient and timely services to Patients and Referrers.
- Ensure timely communication of urgent and/or unexpected results to the appropriate consultant or referrer.
- Ensure responsiveness to Referrer and Patient needs.
- Ensure consultation with experts or colleagues in order to provide an appropriate service.
- Ensure self-management – you know your own limitations and embrace new learning. Consult with peers when necessary.
- Ensure ongoing liaison between Northern Imaging Victoria and O&G clinical services to achieve the best quality care for patients of Northern Health.
- Adhere to Clinical Governance guidelines.

Other Responsibilities

To engender a commitment to excellence in patient care

- To be current with new developments in O&G imaging. To continuously review existing practices and to promote change where required.
- Ensure clinical care is undertaken within established procedures in order to provide safe clinical care for patients, ensuring clinical risk is minimized.
- Ensure you work within your approved scope of practice and at all times with appropriate supervision if/where necessary.
- Ensure you maintain your professional medical registration and any required indemnity cover.
- Ensure you attend necessary training that enhances safety and quality of clinical care.

- Ensure you support the Director of Imaging and the Director of Training in the leadership and training of junior staff.
- Promote a culture that supports learning and encourages reporting of errors.
- Adhere to systems which are in-place to identify and manage risks and to deal with and learn from incidents and complaints.
- Provide feedback to more senior management in relation to problems or issues that impact on safety and clinical quality.
- Ability to interact with patients empathetically and professionally.

To engender a commitment to Health and Safety

- Ensure all health and safety related policies, procedures and directions are complied with in the area you are working in.
- Ensure you undertake annual Fire and Emergency Training and comply with fire and emergency procedures.
- Ensure you take an active part in the recognition and prevention of hazardous situations in the workplace and to initiate preventative action.
- Ensure you maintain currency in all your mandatory workplace training requirements.

To ensure sound Human Resource Management

- Actively manage individual performance to maximize performance and minimize workplace problems and conflict.
- Continuously seek individual improvement and take responsibility for the introduction of any changes required to bring about such improvements.

To contribute to the Financial management of the Department

- Ensure decision making remains within delegated authority.
- Meet monthly and year to date KPI targets.

Organisational and Professional Responsibilities**Health Discipline Specific**

- Comply with the Australian Medical Association Code of Ethics.

General

- Comply with all of the By-Laws, Regulations and Policies that are in place at Northern Health from time to time, including those relating to; Privacy and Confidentiality, Occupational Health and Safety, Performance and Development Management, Harassment in the Workplace.
- Comply with all relevant Legislation.
- Contribute to quality improvement and sustainability of the organization by participating in quality activities and ensuring flexibility within the role to respond to the changing needs of our health service.
- Follow the guidelines provided in the Code of Conduct for staff of Northern Health.
- Identify, report and manage risks in area of responsibility.

SELECTION CRITERIA

Essential Qualifications, Registrations and Qualities

- Registrable primary medical qualification (MBBS, MB BCh, MD or equivalent).
- Registration as a specialist Obstetrician and Gynaecologist in Australia with AHPRA or have the ability to be registered with AHPRA (and gain a Medicare Provider Number) with currency of practice and CPD participation.
- Current Fellowship of the Royal Australian and New Zealand College of Obstetricians and Gynaecologists (FRANZCOG) and subspecialty Certification in Obstetrical and Gynaecological Ultrasound (COGU).

Essential Knowledge and Skills

- Broad knowledge in all aspects of O&G ultrasound for safe and independent consultant practice including core procedural skills.
- Expert knowledge and experience in O&G imaging including a recognized period of training leading to attainment of the COGU qualification.
- Demonstrated commitment to excellence in O&G imaging service delivery.
- Demonstrated commitment to continued improvement and collaborative team work within a multidisciplinary environment.
- Must have excellent written and verbal communication skills that enable the development of professional relationships across a broad range of people.
- Commitment to excellence in O&G imaging, research and medical education including training of junior staff and sonographers.
- Commitment to Northern Health values.

Desirable Knowledge and Skills

- Previous track record of academic research output including publications and presentations.
- Previous track record of teaching or education activities

Employee Declaration

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

(Please print name)

Signature:

Date: