

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
- Noogal Clinic
- Kilmore District Health
- Women's Health Hub and,
- 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:	Emergency Medicine Physician
Business Unit/Division:	Emergency Services
Award Agreement:	Medical Specialist Enterprise Agreement 2022-2026
Classification:	HN16-HN59
Employment Type:	Ongoing
Reports to:	Director of Emergency Medicine
Date Prepared/Updated:	December 2025

ROLE STATEMENT

General Role Statement:

The Emergency Medicine Physician will provide high quality Emergency Care to patients presenting to the Northern Hospital Emergency Department (ED). They will be involved with the supervision and training of Junior Medical Officers (JMOs) working in the Emergency Department and work with multidisciplinary teams both on the ED floor and with the inpatient teams. They are the leaders and representatives of the department on the floor and will carry themselves accordingly.

This position is responsible for:

- Promoting and encouraging a culture of teamwork within the department and across the service in partnership with the Director - Emergency Medicine and the Divisional Director of Emergency Services
- Providing high quality emergency care
- Managing departmental flow in conjunction with nursing leads and the access team, with particular focus on ambulance (AV) offload
- Participating in the clinical support, on call, evening and weekend roster
- Supervision of training registrars, HMOs, interns and medical students to enhance learning
- Ensuring prompt communication with other relevant clinicians and health care providers
- Other clinical duties as directed by the Director of Emergency

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

Leadership:

- Clinical lead for the department in respective areas on shift
- Promote and maintain relationships with other departments and services to ensure the delivery of care to patients admitted via the Emergency Department
- Support and encourage the functioning of the staff of the Emergency Department as a multidisciplinary team, with effective teamwork in patient care
- Participate in and conduct annual performance appraisals for relevant staff as per Northern Health policies and procedures.
- Identify training and development needs for staff across the Emergency Department and promote education through training seminars, tutorials and simulations
- Establish effective communications strategies across all classifications and at all levels
- Foster a culture of excellence and innovation
- Take personal responsibility towards own self-care and wellbeing to provide the best possible care for patients and role modelling for junior staff

Strategic and Project Management Leadership:

- Assist the Director of Emergency in the development, implementation and review of departmental plans, policies and procedures to ensure the delivery of high-quality patient care while achieving established performance criteria for efficiency, cost and safety
- Undertake the provision of data and information management to provide timely and accessible information to inform management decisions and enable continuous improvement
- Be involved in any sustainability projects as directed by the Director of Emergency; this may include but is not limited to: Radiology and Pathology services and Choosing Wisely initiatives
- Promote and participate in the management of emergency access issues supporting working towards the achievement of the National Emergency Access Targets
- Develop and drive new initiatives and strategies that enhance clinical care, patient flow and safety
- Assist in the development and implementation of any Information Technology improvement projects across the department in conjunction with relevant stakeholders and team members

Organisation-Wide Contribution:

- Work in line with the Northern Values of Safe, Kind, Together ensuring professional and respectful communication with inpatient teams
- Participate in any organisational-wide efforts contributing to the health and safety of staff and community
- Diversity and Inclusion:
- Actively promote a diverse, inclusive and equitable workplace that reflects the diversity of the communities that we serve
- Deliver high-quality, culturally sensitive care to all patients respecting differences in race, religion, sexual identity and beliefs

- Cultivate a collaborative team environment where every patient and colleague feel respected, valued and supported

Innovation and Culture Change:

- Provide feedback to the ED Leadership team and work with other stakeholders surrounding ideas that will add value to the department from an operational, quality or workforce perspective

SELECTION CRITERIA

Qualifications, Registrations and Qualities:

- Specialist registration with AHPRA
- Current Fellowship of the Australasian College of Emergency Medicine (FACEM) or recognised equivalent qualification

Experience:

- Previous proven track record of excellence in clinical service delivery with commitment to teamwork and collaboration

Knowledge, Skills and Behaviours:

- Clinically sound disposition decision making with a focus on patient safety
- Proficient in essential emergency procedures, including airway management and resuscitation, as required of an Emergency Physician/FACEM
- Situational awareness including departmental flow and being able to respond to changing needs while on shift including any workforce related issues
- Ability to take on new knowledge and adapt to developments in the department including the Electronic Medical Record (EMR), policy changes and any new changes both within the department and the hospital
- Solutions-focused approach, promoting a 'no-blame' culture in addressing issues on the floor proactively
- Promote resilience, inclusion, and performance through emotional intelligence and effective leadership
- Ensure adherence to the NSQHS Standards
- Incorporate sound risk management principles into clinical settings including use of the Victorian Health Incident Management System (VHIMS)
- Deliver clear, concise communication of complex information, ensuring engagement and understanding across diverse audiences
- Work in a team environment with respect for all levels of staff and their respective roles within the department and hospital

Employee Declaration

I have read, understood and accept the above Position Description.
(Please print name)

Signature:

Date: