

### Position Details

<b>Position Title</b>	Occupational Therapist - Paediatric
<b>Mode of Employment</b>	Fixed Term Full Time Contract until 30 June 2018
<b>Award/EBA</b>	<i>Victorian Stand Alone Community Health Centres, Health Professionals Multi-Employer Enterprise Agreement 2012-2016</i>
<b>Classification</b>	Grade 2 (year level dependent on experience)
<b>Hourly Rate</b>	\$35.06 - \$41.45 + superannuation (hourly rate dependent on experience)
<b>Salary Packaging</b>	Up to \$15,900 per annum is available. Other eligible packaging items may apply.
<b>Department/Team</b>	Early Childhood Early Intervention & Child Development Team
<b>Location</b>	Doncaster East, Ashburton, Hawthorn & Richmond
<b>Reports to</b>	Manager Biala – Stride Early Childhood Early Intervention
<b>Direct Reports</b>	None
<b>Probationary Period</b>	3 months
<b>Working with Children Check required</b>	Yes, a requirement for this position
<b>Medicare Registration Provider number required</b>	Yes, a requirement for this position
<b>Professional Registration required</b>	Yes, registration with AHPRA
<b>Police Check required</b>	Yes, upon initial appointment
<b>Driver's Licence required</b>	Yes, current Victorian driver's licence

### Position Summary

<b>Organisation Background</b>	<p>Access Health and Community (AccessHC) is the new name for Inner East Community Health Service and Manningham Community Health Service. AccessHC operates in the Cities of Boroondara, Manningham and Yarra offering a range of medical, health and community services.</p> <p>AccessHC is a not for profit organisation with caring at its centre. Employing over 250 staff, our Mission is to build healthier lives together with our communities and deliver excellent health services for all. A high priority is placed on improving the quality of our client's lives through health education and health promotion and the delivery of</p>
--------------------------------	--

	<p>integrated services. Whilst the majority of services are provided through funding from Federal and State Government programs, private practitioners also operate at the clinical sites.</p> <p>Access Health and Community also provide Early Childhood Intervention (ECI) services based at two of their sites – Box Hill and Templestowe Lower. Biala and Stride have worked in partnership for several years. As both services are now part of Access Health and Community the exciting step was made in August 2016 to form Biala-Stride ECI.</p> <p>AccessHC maintains the following Values:</p> <p><b>Equity</b>            <i>We believe everyone is entitled to good health</i></p> <p><b>Collaboration</b>   <i>We work together to achieve our goals</i></p> <p><b>Integrity</b>        <i>We act honestly and ethically at all times</i></p> <p><b>Accountability</b>   <i>We take ownership of our actions and behaviours to ensure we achieve our goals</i></p> <p><b>Innovation</b>      <i>We drive innovation for better care</i></p> <p><b>Excellence</b>      <i>We strive to be the best at what we do.</i></p>
<b>Position Purpose</b>	<p>To provide an efficient, high quality, evidence-based, paediatric occupational therapy service to eligible clients aged 0-12 years who are referred to both our Community Health and our Early Childhood Early Intervention services.</p> <p>The position encompasses promotion of health and wellbeing across the spectrum from prevention and early intervention through to a range of treatments for various conditions. Examples of the types of children that will be seen range from, but are not limited to those with simple one off conditions to those with developmental delays (both complex and specific), Autism Spectrum Disorders, developmental coordination disorders, cerebral palsy, intellectual disability, specific chromosomal disorders etc.</p> <p>The role is expected to foster an environment that reflects our consumer focus of child and family centred care that is coordinated within our transdisciplinary and multidisciplinary teams. All staff at AccessHC work within the social model of health.</p>

## Position Functions

<b>Key areas of accountability</b>	<p><b>Service Delivery &amp; Development</b></p> <ul style="list-style-type: none"> <li>• Operate a paediatric occupational therapy service within a multidisciplinary team, to ensure the delivery of centre-based services to eligible clients.</li> <li>• Provide occupational therapy services along with key worker intervention to children, their families and significant others in the ECEI team,</li> <li>• Work in a child's natural environment such as at home, preschool or child care settings for children presenting with complex developmental needs.</li> <li>• Assess, plan and provide therapy for a caseload of pre-school and school aged children up to twelve years with a wide range of difficulties.</li> <li>• Initiate, plan, implement and evaluate group therapy programs for children as appropriate.</li> <li>• Liaise and work in collaboration with other members of the Child Development Team, Early Childhood Early Intervention Team and other relevant AccessHC teams and the AccessHC intake team on all Paediatric Occupational Therapy service matters.</li> <li>• Participate in client care meetings/department meetings for the purposes of team care planning, case conferencing and reviews as relevant.</li> <li>• Participate in clinical supervision of occupational therapy and other health professional students.</li> <li>• Work with the Manager and Team Leaders Early Childhood Early Intervention Team and Manager: Child Development Team and all department colleagues to develop the occupational therapy service.</li> <li>• Develop and foster professional relationships with other providers and agencies in the community to ensure that effective referrals and sustainable self-management opportunities for clients are offered.</li> <li>• In collaboration with other AccessHC clinical staff and management, review the content of individual &amp; group programs and make service changes based on the outcome of these reviews.</li> </ul>
<b>Other responsibility areas (all staff)</b>	<p><b>Quality and Risk Management</b> Develop and maintain a sound knowledge of and commitment to AccessHC policies and procedures</p> <p><b>Occupational Health and Safety</b> Ensure that work and services are provided in a safe manner at all times by regularly reviewing practices and environment and by participating in Health and Safety training as required</p> <p><b>Professional Development</b> Actively participate in relevant continuing professional development as required</p> <p><b>Standard of Conduct</b> To abide by the policies and procedures of AccessHC applicable to the maintenance of good order and conduct. To maintain a harmonious and courteous attitude towards clients, the public and other staff</p>

### Position Requirements

Applicants are required to provide a written statement addressing the Key Selection Criteria (KSC) with the Cover Letter.

Key Selection Criteria	<i>M = Mandatory D = Desirable</i>
Bachelor of Occupational Therapy or equivalent tertiary qualification	<b>M</b>
Eligibility for membership of the Australian Association of Occupational Therapists (Vic) and current registration with AHPRA	<b>M</b>
Demonstrated experience and expertise in the provision of Paediatric Occupational Therapy Services for 0-12 year olds, including assessment and treatment of motor disorders, behavioral challenges, sensory processing issues, and delay/difficulties with social, play skills and self-help skills.	<b>M</b>
Demonstrated experience and ability to work in a child's natural environment such as home, child care, schools etc.	<b>M</b>
Experience in working collaboratively with parents/carers around pathways and outcomes that are identified as being important for themselves and their children.	<b>M</b>
Experience in planning and delivering group therapy programs	<b>D</b>
An understanding of, and ability to operate under a variety for funding systems – public, fee, private, NDIS.	<b>M</b>
Experience working with clients from culturally diverse backgrounds and working with interpreters.	<b>D</b>
Experience in the supervision of Occupational Therapy students	<b>D</b>
Proficiency with TRAK, MS Word, Excel, Outlook and PowerPoint.	<b>D</b>

<b>Application Details</b>	<p><b>For further information contact:</b>  Name: Nadine Wendt  Manager – Early Childhood Early Intervention Team  Nadine.wendt@accesshc.org.au</p> <p><b>To apply online, please visit the advertisement on <a href="http://www.seek.com">www.seek.com</a> and submit your application by attaching two documents. Applications should include a cover letter, with a statement addressing the KSC and a resume.</b></p>
----------------------------	---



**I have read and understand the above Position Description:**

**Signed**

**Name**

**Date**

***Access Health and Community is a Child Safe Organisation***