

1. General Information

Position Title:	Hospital in the Home Physician
Division/Department:	Hospital in the Home
Position Reports to:	Senior Consultant – Hospital in the Home Physician
Enterprise/Individual Agreement:	Individual Agreement
Location:	Epworth Richmond
Employment Status:	Part time plus 1 in 5 weekends duty and on-call requirements
Key Relationships - internal and external	

2. Overview of Epworth HealthCare

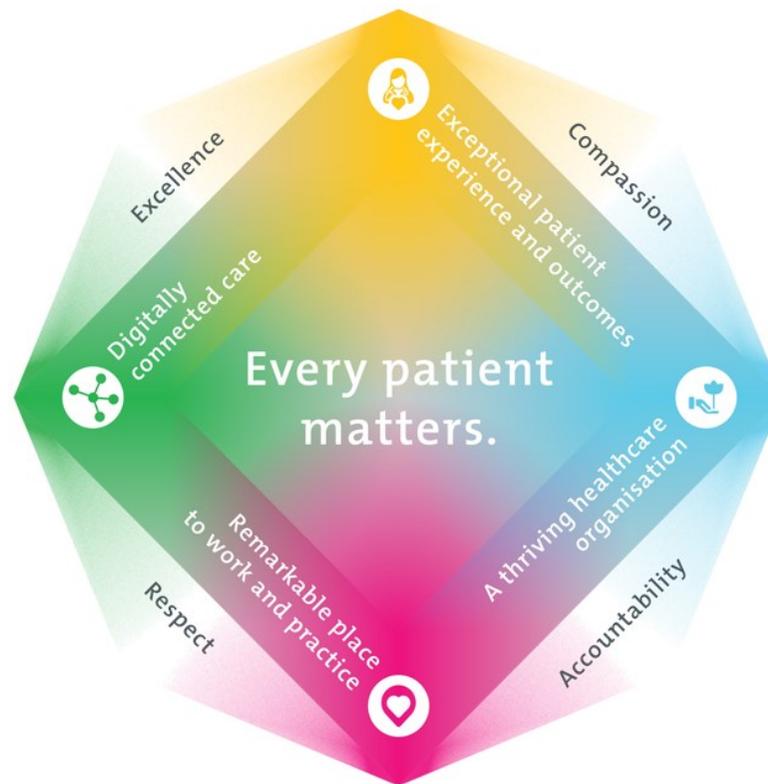
Epworth HealthCare is Victoria's largest not-for-profit private health care group, renowned for excellence in diagnosis, treatment, care and rehabilitation. Epworth is an innovator in Australia's health system, embracing the latest in evidence-based medicine to pioneer treatments and services for our patients.

Epworth's values define our approach and our delivery. We pride ourselves on communicating our values and delivering on them in a real and meaningful way. Our Values are Compassion, Accountability, Respect and Excellence. More information can be found on the [Epworth website](#).

Epworth's purpose is Every Patient Matters.

Our Vision is Delivering another 100 years of exceptional healthcare and innovation to the Victorian community.

3. Epworth HealthCare Strategy



All roles are linked to the Epworth strategy and are fundamental in achieving its vision and purpose.

Exceptional patient experience and outcomes - To empower our patients and deliver compassionate, expert and coordinated care.

A thriving healthcare organisation - To adapt and grow in a changing healthcare landscape by delivering a unique private not-for-profit healthcare organisation.

Remarkable place to work and practice - To ensure Epworth is an outstanding place to work and practice through a culture of care and investment in our people.

Digitally connected care - To innovate and improve the digital experience, interactions and outcomes for our patients, staff and doctors.

4. Purpose of the Position

Epworth Hospital in the Home was the first private sector Hospital in the Home Unit to be established in Australia, and it has been in operation since 2000. Currently, it treats 750 acute inpatient admissions over 7000 bed days each year, with ambition to continue to expand its reach and activity. Its role is to treat patients with acute conditions who would otherwise require traditional hospital interventions and care. It manages Hospital in the Home for the Richmond, Eastern and Freemasons campuses of Epworth Healthcare, as well as offering services to privately insured patients of other hospitals in Melbourne. In 2023, it opened a Chemotherapy in the Home service, as a service within Hospital in the Home.

All services are provided in house, covering all hours, by its close knit team of experienced medical and nursing staff, along with access to hospital based pharmacy, radiology, pathology and allied health. Epworth Hospital in the Home intends to remain a leader in private HIH care in Australia.

Epworth HIH treats patients from all over Melbourne, delivering a range of treatment including intravenous antimicrobial therapy, TPN, chemotherapy, diuretics, blood and blood products, complex post-surgical wound management, among other treatments including the management of Covid19.

It is an inpatient service and provides comprehensive care to its patients during HIH admission. Patients are referred from hospital wards, Emergency Department, Residential Aged Care, and the community.

Epworth HIH has a vacancy for a part time physician to work with the medical head to deliver HIH services. The position involves an appointment of regular weekday sessions, with involvement in a 1:5 weekend roster. Home visits, on-call work, and student teaching will be required, as will providing assistance with leave cover. Applicants will be registered to practice medicine in Victoria, and preferably have a background in General Medicine, Emergency Medicine, or General Practice. A driver's licence is necessary. Prior experience in Hospital in the Home is not a pre-requisite. A period of instruction, orientation and supervision will be given, including ongoing supervision and support from the Senior Consultant.

5. Clinical Governance Framework

This role is required to put into practice the Clinical Governance Framework at Epworth as every employee is accountable for ensuring that our patients and community receive safe, high quality and person-centred care in every interaction with Epworth. This is achieved through active participation in the five domains of clinical governance at Epworth:

Clinical Governance Domain	Role
<i>Leadership and culture</i>	Promote and participate in a supportive, fair and transparent culture where lessons from previous outcomes are learned and patient safety and quality is a priority at all levels of the organisation.

Position Description



Consumer Partnerships	Understand and where relevant, ensure that each patient is actively involved in their own care and treatment including families/carers wherever possible.
Effective Workforce	Develop and maintain one's own competency, skills and knowledge to ensure high quality service provision and care.
Clinical Safety and Effectiveness	Understand and where relevant, ensure, that the right care is provided to the right person at the right time, in the right place and patient outcomes are monitored and improved.
Risk Management	Be responsible for identifying and reporting risks, hazards and near misses for people in our care and participating in risk mitigation strategies.

6. Key Accountabilities

KEY RESPONSIBILITIES	MEASURES/KPIs TO BE ACHIEVED
<p>Patient Care</p> <ul style="list-style-type: none"> Assessment of patients referred to HITH Reviewing patients at home Ordering and reviewing investigations On-call for troubleshooting, including rapid responses to patient deterioration Liaison with HIH nursing staff and accepting new patients from ED and wards Assist in creating patient personalised treatment plans where required, charting medications, reviewing medications Involvement in expansion of Hospital in the Home activity Involvement in the delivery of more technical hospital type interventions at home <ul style="list-style-type: none"> Developing awareness of, and expertise in, technologies and therapeutics specific to Hospital in the Home 	<ul style="list-style-type: none"> Assisting and providing cover for the Senior Consultant Ability to cover periods of leave when required Comply with all Epworth Richmond's clinical policies, protocols, & safe work procedures at all times. Participates in prescribed performance development system annually Evaluates personal performance and plans self-development <ul style="list-style-type: none"> Conducts and engages in research

<p>Teaching responsibilities</p> <ul style="list-style-type: none"> • Liaising with, and education of, HIH nursing staff • Educating and teaching students 	
<p>Customer Service</p> <p>Epworth is committed to the provision of excellent customer service to all of our people, customers and stakeholders including patients and external suppliers.</p> <p>Superior patient service leads to improved healing in a trusting, caring environment and creates a safe environment for patients and employees.</p> <ul style="list-style-type: none"> • Role model and actively promote a culture of high-quality patient care • Provide excellent, helpful service to patients, visitors and staff • Communicate with clear and unambiguous language in all interactions, tailored to the audience • Build customer relationships and greet customers and patients promptly and courteously • Actively seek to understand patients' and their family's expectations and issues, using multiple strategies • Uses data (such as compliments, complaints and Press Ganey) to identify breakdowns in internal processes and systems that directly impact patient care and customer service • Responds quickly and proactively escalate concerns when necessary • Role model and actively promote a culture of high quality patient care and experience by ensuring that solutions, practices and procedures (such as hourly rounding, leader rounding and bedside handover) are carried out with empathy and compassion 	<ul style="list-style-type: none"> • Patient and customer service satisfaction surveys within agreed targets • Provide excellent, helpful service to patients, visitors and staff • Use AIDET principles in all interactions • Compliments to complaints ratios • Completes leader rounding at agreed frequency • Issues are escalated to the manager and resolved in a timely manner

<p>Safety and Wellbeing</p> <p>To ensure a safe workplace is provided for all employees and other personnel including contractors, agency staff, volunteers and students.</p> <ul style="list-style-type: none"> • All employees and other personnel under the authority of the manager are fully informed of the hazards associated with their work activities, adequately trained and instructed in safe work procedures and appropriately supervised. Participate actively and positively in the area of health and safety to reduce all hazards and incidents within the workplace • Integrate and review OHS performance in staff PDPs • Ensure all direct reports are held accountable for safety performance and actions 	<ul style="list-style-type: none"> • Adhere to infection control/personal hygiene precautions • Implement and adhere to Epworth OHS policies, protocols and safe work procedures • Ensure all hazards, incidents and injuries are reported in Riskman within 24 hours • Ensure all hazards, incidents and injuries are investigated and corrective actions implemented within agreed timeframes • Mandatory training completed at agreed frequency
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7. Position Requirements/Key Selection Criteria

COMPONENT	
Qualifications	<p>Essential</p> <ul style="list-style-type: none"> • MBBS • AHPRA Registration • Postgraduate specialist qualification in either or geriatrics, ED, GP or equivalent • Medicare Provider number
Previous Experience	<p>Desirable</p> <ul style="list-style-type: none"> • Management of patients in a variety of hospital based positions • Understanding of the mission of Hospital in the Home

Position Description



<p>Required Knowledge & Skills</p>	<p>Essential</p> <ul style="list-style-type: none"> • Experience in hospital based general medical inpatient care • Flexibility • Ability to work independently and communicate clearly • Valid Victorian Drivers' license • Commitment to the mission of Hospital in the Home • Ability to extend knowledge to meet new opportunities <p>Desirable</p> <ul style="list-style-type: none"> • Research skills and interest
<p>Personal Attributes & Values</p> <p>All employees are expected to consistently work in accordance with Epworth's values and behaviours</p> <ul style="list-style-type: none"> • Compassion • Accountability • Respect • Excellence 	<p>Essential</p> <ul style="list-style-type: none"> • Willingness to innovate • Ability to work in a small, close knit team • Ability to deal with busy workload • Respect for individual patient circumstances • Ability to communicate with patients and families in a variety of circumstances • Ability to pre-empt and detect clinical deterioration

Document Control

Date Developed:	Date Last Reviewed:	Developed and Reviewed By (Position Title):
	November 2023	Senior Consultant – HITH Director Medical Services - Richmond

8. Employee Position Declaration

I have read and understand the requirements and expectations of the above Position Description. I agree that I have the physical ability to fulfil the inherent physical requirements of the position, and accept my role in fulfilling the Key Accountabilities. I understand that the information and statements in this position description are intended to reflect a general overview of the responsibilities and are not to be interpreted as being all-inclusive.

Employee Signature: _____

Print Name: _____

Date: _____