

Director of Allied Health: HNEKidshealth

Cluster	NSW Health
Local Health District / Agency	Hunter New England Local Health District
State Award	<i>Health Service Health Professional (State) Award 2022</i>
Position Classification	<i>Allied Health Lvl 7 Grade 2</i>

Primary Purpose

As a member of the HNEKids Executive, the Director of Allied Health is responsible for strategic and professional leadership for all allied health professionals across HNEkids.

The role will provide leadership in clinical governance, safety and quality improvement as well as methods of professional accountability and professional supervision. The role will also provide leadership and oversight in the areas of allied health education and research.

The Director of Allied Health will take a leadership role in service development and redesign of allied health services including strengthening services through innovative models of care.

Key Accountabilities

1. Ensure strategic advice pertaining to the development, effectiveness and improvement of allied health services is included as part of strategic and operational planning for HNEKidshealth.
2. Ensure appropriate governance structures are in place ensuring accountability for clinical practice, clinical competencies, scope of practice, award compliance, supervision, performance management and evidenced based standards of practice.
3. Promote and provide leadership for creating an integrated approach to implementing Ministry of health and HNE strategies across the allied health disciplines with a focus on child and family centred care, safety and quality, innovative practice to facilitate the best possible outcomes for children, young people and their families.
4. Lead change management and quality improvement processes for new or redesigned models of care within Allied Health.
5. Build capacity in allied health leadership through education and training strategies to support, develop and improve the allied health workforce.
6. Develop and maintain collaborative relationships with key stakeholders including public and private sectors, universities, non-government agencies, communities and health at the LHD, state or national level in accordance with HNEkids priorities.
7. Build research capacity and capability within allied health staff to engage in allied health and multidisciplinary research which informs practice.
8. Ensure effective workforce strategies and frameworks are in place for efficient and safe use of workforce utilisation, deployment and resources

Mandatory Key Accountabilities:

Model and actively promote workplace behaviour that reflects the HNE Health Values Charter and NSW Health Code of Conduct; drive, lead and model behaviours to staff and patients that reflect the Excellence Framework (Every Patient, Every Time), including 90 day action plans; accountability meetings; leader and service rounding and ensure work is conducted in a manner that demonstrates values of cultural respect in accordance with HNE Health's Closing the Gap strategy.

Comply with and implement the NSW Health Work Health and Safety Better Practice Procedures and relevant District procedures by identifying, assessing, eliminating / controlling and monitoring hazards and risks within the workplace, to the extent of delegated authority for the role and escalating to the appropriate Management level if the issue exceeds the extent of delegated authority for the role.

Key Challenges

Challenge 1:

Maintaining and developing key strategic partnerships within and outside of the organisation to achieve outcomes

Challenge 2:

Achieving the operational plan objectives in collaboration with HNEkids managers within resources allocated ensuring the delivery of high quality services

Challenge 3:

Develop an allied health workforce for the future needs of HNEkidshealth

Key Relationships

The key stakeholders and customers the role is expected to interact with routinely, rather than periodically and why.

Who	Why
Internal	
General Manager and members of the HNEkids Executive	<ul style="list-style-type: none"> This position is a key member of the HNEkids Executive and must work collaboratively and collegially within a matrix organisation structure on, operational, organisational and strategies issues.
Directors of Allied Health, Children's Healthcare Networks, Service Managers, allied health managers, nursing staff and other clinicians at all levels and across a number of services	<ul style="list-style-type: none"> This position must establish collegial relationships with all HNELHD services involved in paediatric care including (and not limited to) John Hunter Hospital, and regional and rural Level 4 units. They will work collaboratively to enable implementation of consistent, appropriate and timely clinical services.
Executive Director of Allied Health	<ul style="list-style-type: none"> For collaboration regarding the operational and/or strategic direction of health service delivery specifically in relation to allied health services
External	

Who	Why
NSW Health, Professional Regulatory Bodies, ACI, CEC and other organisation bodies as required	<ul style="list-style-type: none"> <li data-bbox="617 163 1495 210">• To establish collegial relationships and represent HNEkids
University of Newcastle (UoN)	<ul style="list-style-type: none"> <li data-bbox="617 285 1495 348">• Collaboration and information sharing regarding professional education, student support, research and clinical practice

Essential Requirements

- Allied health discipline qualification leading to professional registration or, where registration does not exist, membership or eligibility for membership of the relevant peak professional body/association
- Eligible to drive in NSW and willingness to travel across sites

Selection Criteria

1. Demonstrated contribution at a senior level to the development of allied health services and/or governance
2. Demonstrated successful experience as a professional Allied Health leader in workforce and education/research.
3. Extensive knowledge of current health system related issues for children, young people and families with particular reference to Allied Health
4. Excellent interpersonal, communication, consultation and negotiations skills with a demonstrated ability to develop and refine strategic relationships both within and external to the organisation.
5. Demonstrated high level written communication skills with the capacity to produce comprehensive reports, plans and briefings.
6. Demonstrated high level organisational quality improvement and change management skills, with proven ability to successfully manage and implement quality improvement and/or change management programs.

Job Demands Checklist

The purpose of this checklist is to manage the risk associated with the position in relation to the occupant. It may be used to provide information about the position to a Health Professional required to perform a pre-employment medical assessment. Identification of possible risk can also assist with the development of a training plan for the occupant to ensure the risks are minimised.

Each position should be assessed at the site as to the incumbent's (or future incumbent's) OHS responsibilities specific to the position

Job Demands Frequency Key	
Infrequent	intermittent activity exists for a short time on a very infrequent basis
Occasional	activity exists up to 1/3 of the time when performing the job
Frequent	activity exists between 1/3 and 2/3 of the time when performing the job
Constant	activity exists for more than 2/3 of the time when performing the job
Repetitive	activity involved repetitive movements
Not Applicable	activity is not required to perform the job

Note: any entries not assigned a value will be automatically set to "Not Applicable"

Click on "Choose an item" to make a selection from the drop box.

	Job Demands Frequency Key
PHYSICAL DEMANDS	FREQUENCY
RESPIRATOR USE – Wearing a respirator, to ensure protection against exposure to respiratory pathogens/hazardous materials (NOT APPLICABLE CANNOT BE SELECTED)	Infrequent
Sitting – remaining in a seated position to perform tasks	Constant
Standing – remaining in a standing without moving about to perform tasks	Occasional
Walking – floor type; even/uneven/slippery, indoors/outdoors, slopes	Frequent
Running – floor type; even/uneven/slippery, indoors/outdoors, slopes	Occasional
Bend/Lean Forward from Waist – Forward bending from the waist to perform tasks	Infrequent
Trunk Twisting – turning from the waist while sitting or standing to performance tasks	Infrequent
Kneeling – remaining in a kneeling posture to perform tasks	Infrequent
Squatting/Crouching – adopting a squatting or crouching posture to perform tasks	Infrequent
Leg/Foot Movement – use of leg and or foot to operate machinery	Infrequent
Climbing (stairs/ladders) – ascend/descend stairs, ladders, steps	Infrequent
Lifting/Carrying – light lifting and carrying (0 to 9kg)	Occasional
Lifting/Carrying – moderate lifting and carrying (10 to 15kg)	Infrequent
Lifting/Carrying – light lifting and carrying (16kg and above)	Infrequent
Reaching – arms fully extended forward to raise above shoulder	Infrequent
Pushing/Pulling/Restraining – using force to hold/restrain or move objects toward or away from the body	Infrequent
Head/Neck Postures – holding head in a position other than neutral (facing forward)	Infrequent
Hand and Arm Movements – repetitive movements of hands and arms	Frequent
Grasping/Fine Manipulations – gripping, holding, clasping with fingers or hands	Frequent
Working at Heights – using ladders, footstools, scaffolding, or other objects to perform work	Infrequent
Driving/Riding – controlling the operation of a vehicle (e.g. car, truck, bus, motorcycle, bicycle.)	Infrequent
SENSORY DEMANDS	FREQUENCY
Sight – use of sight is an integral part of work performance (e.g. viewing of X-rays, computer screen)	Repetitive
Hearing – use of hearing is an integral part of work performance (e.g. phone enquiries)	Constant
Smell – use of smell is an integral part of work performance (e.g. working with chemicals)	Infrequent
Taste – use of taste is an integral part of work performance (e.g. food preparation)	Infrequent
Touch – use of touch is an integral part of work performance	Frequent
PSYCHOSOCIAL DEMANDS	FREQUENCY
Distressed People – e.g. emergency or grief situations	Occasional

Aggressive and Uncooperative People – e.g. drug/alcohol, dementia, mental illness	Infrequent
Unpredictable People – e.g. dementia, mental illness, head injuries	Infrequent
Restraining – involvement in physical containment of patient/clients	Not Applicable
Exposure to Distressing Situations – child abuse, viewing dead/mutilated bodies	Not Applicable
ENVIRONMENTAL DEMANDS	FREQUENCY
Dust – exposure to atmospheric dust	Infrequent
Gases – working with explosive or flammable gases requiring precautionary measures	Infrequent
Fumes – exposure to noxious or toxic fumes	Infrequent
Liquids – working with corrosive, toxic or poisonous liquids or chemicals requiring personal protective equipment (PPE)	Infrequent
Hazardous Substances – e.g. dry chemicals, glues	Infrequent
Noise – environmental/background noise necessitates people raise their voice to be heard	Infrequent
Inadequate Lighting – risk of trip, falls or eyestrain	Infrequent
Sunlight – risk of sunburn exists from spending more than 10 minutes per day in sunlight	Infrequent
Extreme Temperatures – environmental temperatures are less than 15°C or more than 35°C	Infrequent
Confined Spaces – areas where only one egress (escape route) exists	Infrequent
Slippery or Uneven Surfaces - greasy or wet floor surfaces, ramps, uneven ground	Infrequent
Inadequate Housekeeping - obstructions to walkways and work areas cause trips and falls	Infrequent
Working At Heights – ladders/stepladders/scaffolding are required to perform tasks	Infrequent
Biological Hazards – exposure to body fluids, bacteria, infectious diseases	Infrequent