



## Position Description

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General Practitioner  
Clinical Services  
Wellington | May 2020



## **POSITION TITLE**

**General Practitioner**  
*Wellington Aboriginal Corporation Health Service*

## **LOCATION**

Wellington – various locations

## **POSITION DESCRIPTION**

The General Practitioner role is integral to the Clinical Services offered by WACHS. The General Practitioner provides a high level of whole person, comprehensive, coordinated and continued medical care for individuals, families and communities that come in contact with our Clinics and programs.

The General Practitioner reports directly to the Team Leader (Clinic) and will be part of the Clinic Team that delivers a high level of patient care.

## **KEY RESPONSIBILITIES OF THIS ROLE**

- Provide high quality, primary health care services to the community, in keeping with best practice standards
- Provide appropriate care and services to patients of all age ranges and level of health care needs
- Respond to medical/ health problems presented by patients including history taking, diagnosis, investigation, treatment and referral as appropriate
- Provide after hours, on call and hospital services as rostered if applicable
- Provide management of long-term conditions in line with national guidelines and pathways
- Undertake a clinical screening interview
- Participate in a performance appraisal process as required
- Accurately input client data into Communicare data base
- Maintain secure and accurate filing of all files/records
- Have a good understanding and assist with the compliance of the WACHS clinic with AGPAL Accreditation standards
- Accreditation for the Clinic and identify initiatives that improve health service delivery
- Prescribe for patients as appropriate to need
- Provide appropriate health promotion and preventative health care advice to all patients attending the practice
- Ordering diagnostic tests as required
- Referring patients to other providers as appropriate
- Complete Specialist referrals as appropriate and when required
- Review previous health and family history as part of total patient care
- Write Prescriptions when required

- Plan and conduct Treatment in line with accepted practice
- Review Diagnostic results in a timely manner and action any follow up required
- Maintain Registers and recalls
- Liaise with health professionals when sharing the care of a patient safety and quality
- Report and Record incidents and near-misses in line with WACHS policy
- Demonstrate duty of care including meeting practice standards and accountability
- Maintain patient and practice confidentiality at all times in line with WACHS policies and the code of practice of the profession
- The general practitioner must abide by all legislative acts governing medical practice in New South Wales
- Participate in training and education as recommended by your supervisor
- Actively contribute to the various quality processes within the service
- Awareness of and sensitivity to Aboriginal culture and history, and current issues affecting the lives of Aboriginal people
- Contribute to community engagement activities are requested

### SKILLS AND EXPERIENCE REQUIRED

#### Essential Criteria

- The general practitioner is required to be appropriately trained and experienced in the discipline of general practice, and assessed as competent for the position in rural New South Wales
- Preferable but not essential is Vocational Recognition through Fellowship with either the Royal Australian College of General Practitioners (RACGP) or the Australian College of Rural and Remote Medicine (ACRRM), or a recognised equivalent
- Previous experience in providing health services to Aboriginal communities and a thorough working knowledge of health issues impacting on Aboriginal & Torres Strait Islander people
- Previous experience working within a structured policy environment and the ability to implement and monitor staff compliance
- Demonstrate a good standard of interpersonal and communication skills and an ability to establish effective internal and external workplace relationships
- Well developed organisational and time management skills and an ability to work individually and as part of a team
- Knowledge and understanding of the issues that impact on Aboriginal people and Aboriginal communities
- Working with Children Check and National Criminal Record Check and a current NSW Drivers Licence



## WHO WE ARE

Wellington Aboriginal Corporation Health Service (WACHS) aims to empower targeted Aboriginal and Torres Strait Islander people to take control of their individual, family and community health and wellbeing needs through the community-controlled model. Our main services are located in Wellington, Dubbo, Moree, Western Sydney, Penrith, Nepean Blue Mountains, and we provide outreach services to other towns and communities through our regional programs

We are an Aboriginal Community Controlled Health Service offering Primary Health Care Services and an Integrated Care program, as well as a number of specialist clinical staff and AHW's, a Specialist Programs Unit incorporating Social & Emotional Wellbeing, Child & Family Support, Drug & Alcohol, Aboriginal Family Health, Aboriginal Local Support, a Healthy for Life (H4L) Program, Maternal & Child Health Worker, Aboriginal Health Workers, Youth Health Worker and Dietitian targeting Maternal & Child Health and Chronic Diseases, regional programs including Australian Nurse Family Partnership Program, Aboriginal Children's Therapy Team, Tackling Indigenous Smoking Program. Our staff are supported by an Executive Management Team located across our service areas.

[www.wachs.net.au](http://www.wachs.net.au)