



POSITION DESCRIPTION

Position Title: Staff Specialist Geriatrician
Department: Medical Services
Location: War Memorial Hospital
Uniting Purpose: To inspire people, enliven communities & confront injustice
Uniting Values: Imaginative, respectful, compassionate and bold

Classification: Medical Officer
Vaccination risk category: A
Award: NSW Staff Specialist (State) Award
Employment status: Fixed term Part Time – 6 July 2026 – 31 January 2027
Hours: 0.3 FTE - 12 hours per week

Position reports to: Director of Medical Services
Position Supervises: Junior Medical Officers (Advanced Trainee, Basic Physician Trainee), Medical Students
Key relationships: Medical, Executive, Allied Health, Nursing

POSITION PURPOSE

To provide a high standard of Geriatric Medicine and Rehabilitation clinical care to War Memorial Hospital inpatients, varying Outpatient services and the War Memorial Hospital community catchment. To maintain a high level of communication with other members of the multi-disciplinary teams, with patients and their carers.

POSITION OBJECTIVES

Within the philosophy of Uniting and overall objectives of War Memorial Hospital and the South Eastern Sydney Local Health District (SESLHD), the Staff Specialist will be responsible for:

- Participation in programs/activities aimed at promoting and integrating the Philosophy, Mission, Values and Code of Ethics of Uniting

War Memorial Hospital
ABN 78722 539 923
125 Birrell Street
Waverley NSW 2024
T 02 9369 0100
F 02 9387 7018

- Management of the health care of the older population in War Memorial Hospital and its catchment area in accordance with the Ethics and Standards set by the NSW Department of Health, Uniting, the NSW Medical Board and the RACP
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KEY RESPONSIBILITIES

In relation to patient care:

- To set and maintain high standards of patient care.
- To ensure monitoring of all aspects of patient care (including assessment, investigation and treatment) so that highest possible standards are attained.
- To ensure all patient care is delivered in an appropriate and effective person-centred manner.
- To ensure maximum possible integration of patient care occurs across all aspects of service delivery.
- To ensure the role of the general practitioner is central to ongoing patient care.
- To actively participate in the development of Aged Rehabilitation Services in the SESLHD.

In relation to supervision and training of junior medical officers (JMO's):

- To ensure each JMO under your responsibility obtains the required minimum standards of supervision.
- To participate in formal and informal JMO teaching programs.
- To provide timely and useful feedback to JMOs on training which assists them in progressing appropriately in their careers.
- To ensure each JMO receives maximum amount of assistance possible in the pursuit of his/her training goals.
- To participate in the 24-hour consultation on-call roster which ensures JMOs are supervised at all times.

In relation to consultation and clinical collaboration with Executive, Allied Health and Nursing staff:

- To ensure effective and inclusive collaboration with all members of the multidisciplinary team in the delivery of efficient patient goal orientated care.
- To provide input to the War Memorial Hospital Executive on opportunities to improve current standards of clinical care.
- To provide consultation on clinical matters to all staff assigned to your area of responsibility.
- To be available to see patients in conjunction with other staff and to provide advice on assessment, diagnoses and management as requested by staff or as directed by the Executive.

In relation to clinical leadership:

- To lead and deliver medical services within your scope with a demonstrated understanding and commitment to responsible financial stewardship of personnel and service resources
- To be an active member of the hospital Medical Advisory Committee
- To be an active participant in at least one other of the service management committees of the War Memorial Hospital
- To be an active participant in the hospital quality framework and the accreditation process including the NSQHS National Standards.

In relation to specific consultation role

- To provide Geriatric Medicine and Aged Rehabilitation services to patients in the hospital.
- To be responsible to the Director for clinical standards of medical care provided in the general hospital setting.

- To participate in policy and planning for future development of medical and hospital services as directed by the Director.
- To develop and implement models of medical assessment and management in the War Memorial Hospital catchment area, in consultation with key hospital and community agencies.

In relation to hospital-community interface

- To provide continuity of patient care within the sector of responsibility assigned.
- To ensure patient care is integrated across hospital and community by being available to participate in discussions around community assessments and treatment, admission decisions, inpatient management, discharge planning and post discharge care.
- To facilitate development of models of patient care which are family centred and provide leadership to staff in developing skills in that area.
- To facilitate models of patient care which have maximum integration with primary healthcare, the acute healthcare system and other health providers.

PERFORMANCE APPRAISAL/MANAGEMENT

Performance will be assessed at three months and annually thereafter, or more frequently as determined by the Department Head based on outcomes outlined in the Job Specification.

FURTHER ASPECTS

Compliance with all administrative policies and procedures determined by industrial awards and agreements, Uniting and the Department of Health and Local Health District Policies as applicable to War Memorial Hospital.

All mandatory training to be completed as per policy.

Work Health Safety Requirements:

- Follow policies, procedures and instructions relating to work health and safety that are relevant to the work being undertaken to ensure high quality and safe services in the workplace.
- Take reasonable care for your own health, safety and wellbeing and take reasonable care to ensure that your acts or omissions do not adversely affect the health, safety and wellbeing of others.
- Comply with reasonable instructions that are provided for the safety of you and others at the workplace.

Quality and Safety Requirements:

Staff work within, and are supported by, well-designed systems to deliver safe, high-quality clinical care. Staff are responsible for the safety and quality of their own professional practice, and professional codes of conduct. Staff will:

- Actively take part in the development of an organisational culture that enables, and gives priority to, patient safety and quality
- Actively communicate their profession's commitment to the delivery of safe, high-quality health care
- Model professional conduct that is always consistent with a commitment to safety and quality
- Embrace opportunities to learn about safety and quality theory and systems
- Embrace opportunities to take part in the management of clinical services

- Encourage, mentor and guide colleagues in the delivery of safe, high-quality care
 - Take part in all aspects of the development, implementation, evaluation and monitoring of governance processes
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PROFESSIONAL SKILLS AND KNOWLEDGE

Skills & Experience:

- Recent clinical experience in community care, acute care & rehabilitation of older people
- Demonstrated ability to work as a member of a multidisciplinary team and to understand and manage the individual needs of elderly rehabilitation patients and their carers
- Previous demonstrable commitment to teaching, research and service planning
- Proficiency in use of IT, electronic healthcare records and databases
- Previous demonstrable experience in quality improvement and healthcare accreditation processes
- Advanced verbal and written communication skills encompassing patients, carers and healthcare colleagues

Qualifications:

- Specialist qualifications in Geriatric or Rehabilitation Medicine (FRACP or FAFRM) and/or other specialist recognition as provided for in the Staff Specialist (State) Award
 - Current registration with Australian Health Practitioner Regulation Agency (AHPRA)
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I agree to carry out the above duties and responsibilities.

Employee		Managers Name:	
Name:		Title	
Date:		Date:	
Signature:		Signature:	

JOB DEMANDS CHECKLIST

Job Title: Staff Specialist
 Department: Medical Services
 Assessor: Jane McGuire
 Date of Assessment review: June 2027

Service/Unit: War Memorial Hospital
 Manager / Supervisor: Director Medical Services
 Date of Assessment: June 2026

Definitions:

* Denotes a critical requirement of the job

Frequency

I	Infrequent – intermittent activity exists for a short time on a very infrequent basis	C	Constant – activity exists for more than 2/3 of the time when performing the job
O	Occasional - activity exists up to 1/3 of the time when performing the job	R	Repetitive – activity involves repetitive movements
F	Frequent – activity exists between 1/3 and 2/3 of the time when performing the job	N/A	Not applicable – activity is not required to perform the job

CRITICAL *	PHYSICAL DEMANDS - DESCRIPTION (comment)	FREQUENCY					
		I	O	F	C	R	N/A
	Sitting Remaining in a seated position to perform tasks		X				
	Standing Remaining standing without moving about to perform tasks			X			
	Walking Floor type: even/uneven/slippery, indoors/outdoors, slopes		X				
	Running Floor type: even/uneven/slippery, indoors/outdoors, slopes	X					
	Bend/ Lean Forward from Waist Forward bending from the waist to perform tasks			X			
	Trunk Twisting Turning from the waist while sitting or standing to perform tasks			X			
	Kneeling Remaining in a kneeling posture to perform tasks						X
	Squatting/ Crouching Adopting a squatting or crouching posture to perform tasks						X
	Crawling Moving by crawling on knees & hands to perform tasks						X
	Leg/ Foot Movement Use of leg and or foot to operate machinery						X
	Climbing (stairs/ladders) Ascend/ descend stairs, ladders, steps, scaffolding						X
	Lifting/ Carrying		X				
		Light lifting & carrying – 0 – 9kg					
		Moderate lifting & carrying – 10 – 15kg	X				
	Heavy lifting & carrying – 16kg and above						X
	Reaching Arms fully extended forward or raised above shoulder		X				
	Pushing/ Pulling/ Restraining Using force to hold/restrain or move objects toward or away from body						X
	Head/ Neck Postures Holding head in a position other than neutral (facing forward)		X				
	Hand & Arm Movements Repetitive movements of hands & arms			X			
	Grasping/ Fine Manipulation Gripping, holding, clasping with fingers or hands			X			
	Work at Heights Using ladders, footstools, scaffolding, or other objects to perform work						X
	Driving Operating any motor powered vehicle			X			

CRITICAL *	SENSORY DEMANDS - DESCRIPTION (comment)	FREQUENCY					
		I	O	F	C	R	N/A
	Sight Use of sight is an integral part of work performance e.g. viewing of X-rays, computer screen				X		
	Hearing Use of hearing is an integral part of work performance e.g. telephone enquiries				X		
	Smell Use of smell is an integral part of work performance e.g. working with chemicals	X					
	Taste Use of taste is an integral part of work performance e.g. food preparation						X
	Touch Use of touch is an integral part of work performance			X			

CRITICAL *	PSYCHOSOCIAL DEMANDS – DESCRIPTION (comment)	FREQUENCY					
		I	O	F	C	R	N/A
	Assisting ↓						
	Distressed people e.g. emergency or grief situations		X				
	Aggressive & uncooperative people e.g. drug/alcohol, dementia, mental illness		X				
	Unpredictable people e.g. dementia, mental illness and head injuries		X				
	Restraining Involvement in physical containment of patients/clients						X
	Exposure to distressing situations e.g. child abuse, viewing dead/mutilated bodies	X					

CRITICAL *	ENVIRONMENTAL HAZARDS – DESCRIPTION (comment)	FREQUENCY					
		I	O	F	C	R	N/A
	Dust Exposure to atmospheric dust						X
	Gases Working with explosive or flammable gases requiring precautionary measures						X
	Fumes Exposure to noxious or toxic fumes						X
	Liquids Working with corrosive, toxic or poisonous liquids or chemicals requiring PPE						X
	Hazardous substances e.g. dry chemicals, glues						X
	Noise Environmental/background noise necessitates people to raise their voice to be heard						X
	Inadequate lighting Risk of trips, falls or eyestrain						X
	Sunlight Risk of sunburn exists from spending more than 10 minutes per work day in sunlight						X
	Extreme temperatures Environmental temperatures are < 15°C or > 35°C						X
	Confined spaces Areas where only one egress (escape route) exists						X
	Slippery or uneven surfaces Greasy or wet floor surfaces, ramps, uneven ground						X
	Inadequate housekeeping Obstructions to walkways and work areas cause trips & falls						X
	Working at heights Ladders/stepladders/ scaffolding are required to perform tasks						X
	Biological hazards e.g. exposure to body fluids, bacteria, infectious diseases	X					

Additional Position Requirements/Demands Summary: From the checklist, outline the main requirements or demands of the job. This information will then be transferred to the Position Description. Anything that is frequent and above or identified as critical to the job should be included in the position description.

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Signature of Manager: Date:/...../20.....

I am able to fulfil the above requirements without modification.

I am unable to fulfil the above job requirements and need the following modifications:

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Signature of Employee: Date:/...../20.....