



Position Description

Position title	<i>Aboriginal Health Practitioner (clinical)</i>
Position number	
Employment status	<i>Full time</i>
Department	Health and Wellbeing
Location	Rumbalara Road, Mooroopna
Position reports to	<i>Manager</i>
Award	Aboriginal and Torres Strait Islander Health Workers and Practitioners and Aboriginal Community Controlled Health Services Award 2020
Classification	Grade 5 Level 3- Above award. Salary Range \$89,000 - \$95,000 per year

ABOUT THE ORGANISATION

Rumbalara Aboriginal Cooperative (RAC) is recognised as a leader among Aboriginal community-controlled organisations, maintaining a high profile in the public and private sectors across research, consultancy, policy development, and partnerships. RAC operates in a culturally appropriate, sensitive, community-controlled environment that maintains a holistic approach to service provision and emphasises the importance of family and community.

RAC has been a resource, service provider and enabler of the Aboriginal and Torres Strait Islander communities of the Greater Shepparton region since 1980. RAC is a cooperative working to provide a range of supports and services including:

- Health and Wellbeing
- Positive Aging and Disability Services
- Justice and Community Services
- Asset and Infrastructure Services / Housing
- Engagement & Family Services
- Corporate Services

RAC has an annual budget of \$30 million and a workforce of approximately 300 people. RAC is a significant employer and economic contributor to the region and plays a high profile leadership role as one of the larger Aboriginal organisations in Australia. RAC is committed to ensuring the Aboriginal people in the Goulburn Valley have certainty of access to community-controlled services.

ROLE PURPOSE

The role of the Aboriginal Health Practitioner is to enhance the clinical services provided to clients of Rumbalara with the aim of improving health outcomes for Aboriginal people of the area.

KEY SELECTION CRITERIA

Qualifications and Registrations:

- a Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice;
- registration with the Aboriginal and Torres Strait Islander Health Practice Board of Australia; and
- completion of Continuing Professional Development each year (i.e. professional learning and development training).

Knowledge and skills:

- Registration with the Australian Health Practitioner Regulation Agency (AHPRA) as an Aboriginal Health Practitioner or eligible to obtain
- Experience relevant to the role and working in a multidisciplinary team environment.
- Demonstrated knowledge in the principles of primary health and associated skills to perform assessments, plan and implement health care strategies.
- Proven high level of written, verbal and interpersonal communication skills.
- Excellent computer literacy.

KEY RESPONSIBILITIES

1. Technical Capabilities

- Contribute to the effective management of the patient care plan systems, including participating in-patient care conferences, managing patient follow up procedures, and maintaining appropriate documentation in accordance with established guidelines.
- Participate in team care arrangements and health checks for clients.
- Have an understanding of Medicare and optimise Medicare billings for the Aboriginal Health Practitioner provider number and work within the scope of practice.
- Collect and record data from clients which assist in the diagnosis and management of common medical problems and medical emergencies.
- As part of the clinical team take responsibility for the management of cold chain for immunisations.
- Organise, participate in and evaluate health promotion activities for the local Aboriginal community.
- Liaise with Aboriginal agencies, health clinics, hospitals and welfare providers and other staff members to ensure clients have access to information and are referred to relevant services and programs as required.
- Mentor and train other Aboriginal Health Workers as required
- Other duties and responsibilities as directed by your manager

Other areas of experience

- Wound Care
- Triage
- Chronic Disease Management Plans and Health Assessments (715)
- ECGs, Spirometry

2. Behavioural Capabilities

- Act at all times to protect the right of the clients, including culture, confidentiality, privacy, individual choice and decision-making
- Demonstrate commitment to the Co-operative's values and behaviours - serve the community, work together, act with integrity and respect other people (a copy of this is available to view)
- Provide support and proactively engage with the clients and broader community
- Establish and maintain relationships with clients, community and Rumbalara staff and team members

3. Administrative Capabilities

- Attend staff meetings
- Submit accurate timesheets and claim forms (if applicable) in a timely manner
- Participate in service training programs as organised by Rumbalara and / or any other training to upgrade skills
- Ensure that all statistical data / record-keeping and other documentation are completed and forwarded on time
- Follow correct policy and procedure directions at all times
- Contribute to and support the organisation's systems and processes for managing safety, quality and risk; observe and report hazardous situations or behaviours

EMPLOYMENT CONDITIONS

- Have a current National Police Check
- Hold Valid Driver's License, without restriction
- Hold current Employee Working with Children's Check
- Covid Vaccination Certificate in accordance with the government guidelines
- All staff are required to sign a confidentially agreement on appointment to the organisation
- Probationary / qualifying periods apply to all positions
- All staff are required to adhere to the Code of Conduct of the Co-operative (available to view)
- All staff are required to follow the policies and procedures to the department and the Co-operative (manuals are available to view)
- A commitment to equal opportunity and Occupational Health and Safety principles and practices is required
- Salary packaging is available to permanent part time and full-time staff
- Tenure of positions at RAC will be tied to existing contracted funding arrangements