

POSITION DESCRIPTION

POSITION TITLE:	Speech Pathologist/Clinical Instructor (Adult)
REPORTING TO:	Clinical Services Manager (Speech Pathology)
CLASSIFICATION	Health Professional Level 2
EMPLOYMENT TYPE:	Continuing
NUMBER OF REPORTS:	0

The Organisation

Melbourne Teaching Health Clinics' (MTHC) vision is: *"To be recognised as an innovative, international leader in the provision of Teaching Health Clinics."* Our ambition is that Melbourne Teaching Health Clinics will be the pre-eminent provider of student clinical placements; these placements being in general (regional) medical practice, dentistry, audiology, speech pathology, optometry and psychology and through the provision of professionally supported clinical sessions in private practice settings.

Melbourne Teaching Health Clinics was established by the University of Melbourne to operate and manage teaching health clinics that provide students at the University with world class clinical training as a core component of their studies. The organisation also provides continuing professional development training to persons working in the area of health care provision, facilitates research into health outcomes and provides patients with quality health services.

Shepparton Medical Centre (SMC), Melbourne Dental Clinic (MDC) and Melbourne Audiology and Speech Pathology Clinic (ASPC) are the teaching health clinics currently operating under the Melbourne Teaching Health Clinics umbrella.

Shepparton Medical Centre is a general-practice-centred, multi-disciplinary teaching clinic with aims to improve the health of patients, enabling teaching, learning and research for our clinicians and advancing sustainable growth.

Melbourne Dental Clinic was established by the University of Melbourne in 2013 to provide excellence in clinical education for the next generation of dental professionals and increase access to comprehensive dental care for members of the public.

The University of Melbourne Audiology Clinic was established over 40 years ago to provide high quality clinical placement opportunities for Master of Clinical Audiology students. In 2015 the University of Melbourne Speech Pathology Clinic was created to support the growing University of Melbourne Master of Speech Pathology program. Today the clinics offer a broad range of speech pathology services, hearing and balance assessments and aural rehabilitation for children and adults. The clinics are committed to meeting the communication needs of members of the public, utilising the latest evidenced based care models.

Melbourne Eyecare Clinic (formerly UMeyecare) was established in 2009 to provide a clinical teaching environment for optometry students as part of the University of Melbourne Doctor of Optometry program. The clinic delivers extensive eyecare services to the public, including contact lens care, paediatric and visual therapy services, occupational eyecare, and diabetic, macular degeneration and glaucoma assessment and screening.

Melbourne Teaching Health Clinics is an organisation of accomplished and committed people striving to achieve its Mission: *“To provide sustainable, high quality, comprehensive clinical training and patient care for the University of Melbourne and the wider community.”*

Position Summary

The Speech Pathologist and Clinical Instructor (Adult) position has been developed to support the provision of outstanding speech pathology services to the patients of the clinic and clinical supervision to Master of Speech Pathology students. The position will also work closely with the Clinical Services Manager (Speech Pathology) as a key internal stakeholder to support and align service provision to deliver key business outcomes to ensure the effective and efficient delivery of clinical excellence.

Essential Selection Criteria

- Bachelor or postgraduate degree in Speech Pathology or equivalent, leading to eligibility for membership with Speech Pathology Australia.
- Relevant clinical experience working in either the private or public sectors.
- Experience in the clinical assessment and management of adult clients presenting with communication and/or swallowing disorders of neurological origin, including speech, language and swallowing disorders post stroke, cognitive communication disorders and management of clients with progressive neurological conditions such as Parkinson’s Disease and MS.
- An understanding of evidence for practice and a commitment to continuing professional development to keep skills and knowledge up-to-date.
- Ability to manage a busy caseload and to deliver services remotely, as and when required.
- Sound verbal and written communication skills, including the ability to communicate and comply with a range of stakeholders, including the NDIS, Medicare and Private Health insurers, so as to maintain effective working relationships and promote optimal client outcomes.
- Commitment to Speech Pathology Australia's Code of Ethics

Desirable

- Experience in clinical teaching and supervision of speech pathology students.
- A sound understanding of trends and issues in speech pathology in Australia
- LSVT certification or interest.

Key Relationships (Internal and External)

- Melbourne Teaching Health Clinic Executive Management Team
- Faculty of Medicine, Dentistry and Health Sciences Senior Management Team
- School of Health Sciences, University of Melbourne

Key Accountabilities

Key Responsibilities	Measure/KPIs to be achieved
<p>Clinical</p> <ul style="list-style-type: none"> • Deliver quality speech pathology services for clients attending the clinical service, including intake, assessment, diagnosis, intervention, referral, discharge, outcomes measurement, as relevant to client needs and service models • Support the Clinical Services Manager in the development, implementation and review of relevant clinical procedures, guidelines and policies • Work within a client-centred model of care • Demonstrate a sound level of clinical reasoning, professional knowledge and judgement in relevant clinical areas; • Ensure that services for clients are based on the latest available evidence • Participate in clinical risk management and clinical governance as part of day-to-day work • Ensure that approved scope of practice, relevant quality and safety standards are adhered to at all times 	<ul style="list-style-type: none"> • Manage with the support of the Clinical Services Manager to prioritize and maintain agreed clinical caseload and non clinical responsibilities • Provide evidence-based Speech Pathology Services • Attend and participate in relevant in-service and external education programs, workshops and seminars to maintain and update knowledge and expertise • Client satisfaction surveys within agreed targets
<p>Teaching and Supervision</p> <ul style="list-style-type: none"> • Provide high quality clinical supervision of Masters of Speech Pathology students on clinical placements • Effectively deliver clinical supervision to students and work within the team to ensure it is aligned with the overall student curriculum and examination objectives 	<ul style="list-style-type: none"> • Continued positive student feedback received regarding learning environment and experience • Demonstrate flexibility to recognise and adapt to the changing demands of clinical education
<p>External partnerships</p> <ul style="list-style-type: none"> • Actively support the growth of clinical service through engagement with current and future client groups, other external stakeholders • Engage in activities promoting the discipline of Speech Pathology in external communities, through membership of professional societies and supporting the provision of professional development to clinical providers in external services; 	<ul style="list-style-type: none"> • Consistent positive professional communication and consultation with relevant internal and external stakeholders • Maintain positive and functional relationships with internal and external service providers • Maintain awareness of external agencies and the services they provide

<ul style="list-style-type: none"> • Maintain awareness and understanding of community services available and how these services intersect with services provided by ASPC 	
<p>General</p> <ul style="list-style-type: none"> • Maintain staff and patient confidentiality at all times • Maintain skills to enhance organisational capability, culture and services • Ensure practice is aligned with overall MTHC values and standards both clinically and professionally • Carry out other responsibilities as directed • Ensure a high level of personal presentation is maintained when client facing 	<ul style="list-style-type: none"> • Demonstrate appropriate and professional workplace behaviours that are in line with MTHC core values, policy and procedures • Demonstrate willingness to undertake professional development and continuing training • Provide assistance to other team members as required or requested • Adhere to Victorian Privacy Laws-Information Privacy Act 2000 and the Victorian health Record Act 2001 as well as other laws that regulate the handling of personal information
<p>OH&S</p> <ul style="list-style-type: none"> • Take an active role in contributing to a safe and healthy workplace • Adhere to relevant legislation and policies 	<ul style="list-style-type: none"> • 100% compliance with required training

Special Requirements

The Melbourne Teaching Health Clinics are separate but affiliated companies of the University of Melbourne. The role may be required to provide additional on-site support to these clinics.

Melbourne Teaching Health Clinics Values

We foster a values-based culture of innovation and creativity to enhance the teaching performance of the Melbourne Teaching Health Clinics and to achieve excellence in patient and student outcomes.

We invest in developing the careers and wellbeing of our students and staff and expect all our leaders to live our values of:

- Be ethical
- Be accountable
- Be collaborative
- Be compassionate

Occupational Health and Safety (OH&S) Responsibilities

The Melbourne Teaching Health Clinics has policies and procedures which comply with the *Occupational Health and Safety Act 2004*, which require all staff to contribute to the maintaining of a safe and healthy workplace.

All staff members are required to exercise their duty of care and:

- Take reasonable care for their own safety, as well as for others in the workplace who can be affected by their actions;
- Refrain from misusing or damaging any equipment which is provided to protect or enhance the health and safety of staff;
- Comply with legitimate requests from Melbourne Teaching Health Clinics which are in accordance with published policies and/or OHS legislation;
- Ensure they do not knowingly place other staff at risk through their actions;
- Report incidents and potential health and safety risks to their OHS Representative in a timely and appropriate manner;
- Host visitors and/or contractors at the campus in a manner consistent with the requirements of the OHS policy.

Diversity and Inclusivity Statement

Melbourne Teaching Health Clinics are committed to a diverse and inclusive workforce free from all forms of discrimination. We actively work to remove barriers to ensure all employees enjoy full participation in the workplace and encourage applications from diverse backgrounds. We adopt our diversity and inclusivity policies from the University of Melbourne and can be viewed at <https://staff.unimelb.edu.au/diversity-inclusion>.

Document Control

Date Developed:	Developed and Reviewed By:
August 2021	Clinical Services Manager, Speech Pathology Chief Operating Officer, Melbourne Teaching Health Clinics People and Culture Team, Melbourne Teaching Health Clinics