

# Generic Role Description

## Principal House Officer

<b>Status</b>	Temporary full time, part time considered. Multiple positions	<b>Job ad reference</b>	Recruitment team will insert
<b>Branch and Division</b>	Queensland Health State-wide	<b>Contact details</b>	<a href="#">RMO participating hospitals   Careers</a>
<b>Classification</b> <b>Postgraduate year/s (PGY)</b>	PHO PGY3 and above	<b>Salary range</b>	<a href="#">Wage rates – Medical stream   Queensland Health</a>
<b>Location</b>	Brisbane Inner City, Brisbane - North, Brisbane - South, Brisbane - East, Brisbane - West, Cairns region, Central West Qld, Darling Downs - Maranoa, Far North Qld, Gold Coast, Ipswich region, Logan - Beaudesert, Mackay region, Moreton Bay - North, Moreton Bay - South, North West Qld, Rockhampton region, South West Qld, Sunshine Coast, Toowoomba region, Townsville region, Wide Bay <a href="#">RMO position search tool   Careers</a>	<b>Closing date</b>	Recruitment to insert closing date (Day of week, DD/MM/YYYY)

## Our values

Our values are those of the Queensland public service



**Customers First**



**Ideas into action**



**Unleash potential**



**Be courageous**



**Empower people**

These five values underpin behaviours that will support and enable better ways of working and result in better outcomes for Queenslanders.

# About the role

***Please note this is a generic role description for the purpose of statewide recruitment only. Applicants are encouraged to contact individual facilities for localised information. Visit [RMO participating hospitals | Careers](#) for more details. Some roles may have additional key responsibilities or mandatory requirements.***

## Purpose

The purpose of this role is to provide comprehensive clinical care to the Queensland public, as part of a multidisciplinary team. You will be afforded the opportunity to grow your clinical skills and abilities either within a particular specialty/subspecialty or across a range of specialties, under the supervision of senior medical officers.

## Context

A Principal House Officer:

- reports to the Clinical Director (or equivalent) of the department or work unit in which they are appointed, and
- where applicable, is accountable to their nominated clinical supervisor.

## Your key responsibilities

### Clinical

- Carry out all responsibilities in accordance with the national healthcare standards and under the supervision of senior medical officers, in line with the conditions set by the Medical Board of Australia.
- Deliver patient-centred care, acting as part of a multi-disciplinary clinical team, upholding professional and ethical standards.
- Be responsible for the planning of clinical care and support junior medical staff in the continual monitoring and review of patient progress, adjusting the management plan as required, in consultation with the treating consultant.
- Provide quality clinical services and undertake or supervise the associated clinical management activities, including investigations, procedures, referrals, medico-legal documentation, discharges, appropriate patient follow-up
- Provide patient assessment and management in consultation with the treating consultant, including attending acute and elective admissions, review of inpatients and participation in outpatient clinics, as required.
- Ensure quality and timely professional communication with individual patients, relatives, carers, and all relevant health professionals necessary for quality clinical care outcomes, including for the transfer of responsibility of clinical care.
- Create and maintain appropriate comprehensive, accurate and legible clinical documentation including observations, opinions, diagnoses, other data and procedures undertaken.

- Support junior and senior medical staff within the unit/department, including the orientation, training and supervision of junior medical staff and medical students.

## Education and training

- Pro-actively manage personal and professional development and participate in associated activities, including tutorials, grand rounds, workshops, clinical training/courses, clinical research, and other workplace-based training activities
- Participate in clinical education and training activities, including tutorials, grand rounds, workshops, clinical training/courses, clinical research, and other workplace-based training activities.
- Pursue opportunities that contribute to the acquisition of skills and knowledge in the theoretical and clinical aspects of the clinical management of patients.
- Assist in the teaching responsibilities with respect of junior medical staff, medical students and other health care professionals. This includes serving as a professional role model through demonstration of appropriate behaviours and attitudes.

## Organisational

- Uphold the organisational goals and values of Queensland Health and that of the Hospital and Health Service in which you work.
- Adhere to and promote defined service quality standards and carry out responsibilities in accordance with legislation, policies and procedures to ensure high quality, safe services and workplaces.
- Ensure clinical risks and incidents are escalated and reported appropriately, upholding the relevant safety management systems.
- Participate in quality improvement and safety initiatives as instructed or supported, including clinical audits, clinical meetings, peer review and other safety and quality assurance programs, presentations, and projects.
- 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.
- Where required, undertake rotations across various Queensland Health facilities and participate in day, evening, night and on-call rosters, as required.
- Where required, undertake a portion of training in non-Queensland Health facilities and adhere to the terms and conditions specified in the relevant agreement/s.
- Perform and comply with all reasonable instructions provided by supervising and/or senior practitioners.

## **Mandatory qualifications, registrations and other requirements**

- Appointment to this position requires proof of relevant qualification (MD, MBBS or equivalent), from a registered tertiary institution. Certified copies of the required information must be provided to the employing facility prior to commencement of employment.

- It is a condition of employment for this role for the employee to be, and remain, registered with the Medical Board of Australia (Ahpra). Candidates must be eligible for registration at time of application and this registration must be obtained prior to commencement of employment.
- It is a condition of employment for this role for the employee to be, and remain, vaccinated against the following vaccine preventable diseases during their employment (Health Employment Directive No. 01/16):
  - measles, mumps, rubella (MMR)
  - varicella (chicken pox)
  - pertussis (whooping cough)
  - hepatitis B
  - tuberculosis

## How you will be assessed

Applicants will undergo a suitability assessment, in line with Queensland Health policy.

## How to apply

For more information on applying for a Queensland Health Resident Medical Officer (RMO) position, visit: [How to apply for RMO positions | Careers](#).

## Additional information

- The information you provide as an applicant is used in adherence with the *Information Privacy Act 2009*.
- International applicants may be required to produce evidence of successful completion of an English Language competency test as recognised by the Medical Board of Australia is mandatory at time of application.
- This position may require you to work continuous shift rotations and weekend work across various facilities as per organisational business requirements.
- This position may require the incumbent to operate a government vehicle and, if so, an appropriate licence endorsement to operate this type of vehicle is required (Queensland 'C' class licence). If applicable, proof of this endorsement must be provided before commencement of duty.
- All roles within Queensland Health are subject to employment screening.
- Applications that may result in an Agency Fee will not be accepted.
- Applicants will be required to give a statement of their employment as a lobbyist (<http://www.psc.qld.gov.au/publications/assets/policies/lobbyist-disclosure-policy.pdf>) within one month of taking up the appointment.

- The nominated applicant will be required to disclose any serious disciplinary action taken against them in the Queensland public sector.
- To be appointed permanently, you must be an Australian citizen, have permanent residency status or have a visa permitting you to work permanently in Australia. For temporary appointments, you must have a visa permitting you to work for the length of the temporary appointment
- Queensland Health aims to maintain a safe, healthy and secure work environment for all employees, clients, visitors and contractors. Achieving this aim is the responsibility of all.
- Applicants may be required to disclose any pre-existing injury or medical condition of which they suspect would be aggravated by performing the role. Details are available in section 571 of the *Workers' Compensation and Rehabilitation Act 2003* (<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2003-027#ch.14-pt.1-div.1>).
- Queensland Health is committed to equity, diversity and inclusion, building a culture of respect that promotes [human rights](#) and creating a workforce that reflects the communities we serve.
- We encourage everyone to apply for our advertised roles, irrespective of gender, ethnicity, age, language, sexual orientation, ability or family responsibilities. We recognise the value of diverse backgrounds, experiences and perspectives. If you have any support or access requirements, please advise us at the time of application.
- Queensland Health values and respects the diversity of its workforce and believes that all its employees should be treated fairly and with dignity and respect. All employees of Queensland Health must show respect for each other, visitors, the general public and contractors by treating them fairly and objectively, ensuring freedom from discrimination, sexual harassment, racial or religious vilification, victimisation and bullying. Queensland Health is an equal-opportunity employer.
- Queensland Health acknowledges the challenge for its staff in balancing work, family and community life successfully. To help them achieve this, we encourage conversations between managers and staff about implementing [flexible working arrangements](#) to manage their paid work commitments with their career goals, personal, community and cultural responsibilities. Through flexible working arrangements, there is an opportunity to match the individual's requirements with those of the workplace to achieve agreed work goals and objectives.
- All relevant health professionals, who in the course of their duties formulate a reasonable suspicion that a child or youth has been abused or neglected in their home/community environment, have a legislative and a duty of care obligation to immediately report such concerns to Child Safety Services, Department of Communities.
- Employees who are appointed to Queensland Health may be required to undertake a period of probation appropriate to the appointment.