

Position description

Position	Clinical Project Lead Healthy Ageing		
Purpose	Work collaboratively with aged care providers in the healthy@home consortium to undertake a clinical project to support the delivery of evidence-based and quality community aged care clinical services.		
Approval date	17 November 2020	Approved by	Libby Dunstan

Brisbane North PHN

Brisbane North PHN supports clinicians and communities in Brisbane's northern suburbs, Moreton Bay Regional Council and parts of Somerset Regional Council. It covers approximately 4,100 km² of urban, regional and rural areas, with a population of over 1,000,000.

The key objectives of the Brisbane North PHN are:

- increasing the efficiency and effectiveness of medical services for patients, particularly those at risk of poor health outcomes; and
- improving coordination of care to ensure patients receive the right care in the right place at the right time.

The PHN will achieve these outcomes by:

- understanding the health care needs of our community through analysis and planning, helping to identify and address service gaps
- providing practice support services so that GPs are better placed to provide care to patients, keeping them healthy and out of hospital
- supporting general practices in attaining the highest standards in safety
- assisting general practices in understanding and making meaningful use of eHealth systems
- working with other funders to purchase or commission health services for local groups most in need, including patients with complex chronic conditions or mental illness.

Key outcome areas

To ensure the organisation works effectively to achieve its annual business plan, each team member has responsibility for a range of activities and outcomes. These activities and outcomes are reviewed twice a year formally and on an ongoing basis informally with team members and managers.



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Role-specific

- lead and project manage the development, implementation and evaluation of a clinical project to support healthy@home consortium providers' compliance with the aged care quality standards, deliver quality and evidence-based clinical care, increase the responsiveness of Commonwealth Home Support Program (CHSP) services to meet consumer needs and support new practices. Priority actions as part of this project include:
 - undertake a needs assessment; mapping current nursing and allied health services and service models delivered by the consortium and establishing gaps in service delivery in relation to emerging needs among older people living in the Brisbane North region
 - in collaboration with the Clinical Reference Group, identify key health priorities for older people in the region; identify and support the implementation and consistent delivery of evidence-based practices in relation to these health priorities
 - identify current integrated care practices among consortium members and co-design best practices that enhance the integration between primary healthcare and community aged care services to improve the care coordination of health services for people as they age
 - identify opportunities within clinical community aged service delivery to better utilise digital technology to support the health and wellbeing of older people e.g. My Health Record and telehealth.
- build supportive professional relationships with healthy@home consortium members, including chairing the consortium's Clinical Reference Group meetings and supporting its function as a clinical community of practice
- provide clinical expertise to the Healthy Ageing team to ensure the safe and effective delivery of services in the context of the Commonwealth Home Support and Regional Assessment Service programs
- ensure the healthy@home consortium's emergency management and outbreak management planning documentation and procedures remain up-to-date and effectively communicated to consortium members
- provide assistance and clinical expertise as required to support the Aged and Community Care teams' broader activities to improve the health and wellbeing of older people living in the Brisbane North region, including supporting the delivery of actions in the joint plan with Metro North Hospital and Health Service.

General

- regularly attend team and staff meetings
- contribute to the pursuit of excellence through promoting and maintaining positive team spirit and organisational values, abiding by the organisation's Code of Conduct and Leadership Capability Framework, implementing all policies and procedures correctly and recommending quality improvements
- communicate effectively and respectfully with all members of the organisation and external stakeholders
- record all interactions in ChilliDB and other program and project databases on time, ensuring that information is relevant, accurate, up-to-date and accessible by other team members
- comply with reporting requirements as directed by your manager
- deal with sensitive information in a confidential and professional manner
- complete other reasonable duties and projects as required to meet organisational objectives.

Reporting relationships

Relationships

Reports to: Manager | Healthy Ageing

Direct reports: None

Level of delegation

(Per Delegation Matrix – CEO to staff)

Level 3 – All other staff

Key selection criteria

Within the context of the key outcome areas described above, the ideal applicant will demonstrate the following:

Qualifications and experience

- tertiary qualifications in a health-related field (Nursing, Occupational Therapy or Physiotherapy preferred)
- current professional registration with APHRA is desirable
- experience and knowledge in working with older people in a community care environment
- experience in project management, creating change and improving outcomes for consumers
- experience in building and maintaining collaborative relationships with a broad range of stakeholder relations, with a preference for community care
- high level interpersonal and written communication skills
- advanced skills in Microsoft Word, Outlook, Excel and PowerPoint.

Capabilities

The Brisbane North PHN Leadership Capability Framework applies to all roles within the organisation. Applicants must address these capabilities.

- **leads self** – self-aware, proactive and adaptable; takes personal development opportunities and is resilient
- **engages others** at all levels with respect, collaboration and cultural sensitivity
- **achieves outcomes** in a high demand work environment with judgment and initiative
- **drives innovation** – contributes to our culture of continuous quality improvement
- **shapes systems** – works productively within internal and external systems and networks
- **bases decisions on available evidence.**

Other

A current driver's licence is desirable and use of a personal vehicle may be required, including travel between the PHN offices. Work-related mileage will be reimbursed at relevant rates.

You may be required to work flexible hours. The role may include evening/weekend commitments for which time off in lieu is provided.

(Please note: This position description is subject to adjustment within reason and in consultation with your manager to meet the deliverables of the organisation.)