

Position description

Position	GP Liaison Officer (GPLO) - Health Systems Improvement		
Purpose	Work within the GPLO program to support integration and systems improvement between primary care and Metro North Health.		
Approval date	14 August 2023	Approved by	Rachelle Foreman

Brisbane North PHN

Our vision is a community where good health is available for everyone.

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 one million.

We are one of 31 Primary Health Networks across Australia.

We work with local communities, consumers, carers, health professionals, hospitals and community providers to understand our community and their needs. We then engage stakeholders to design and commission programs and services to meet those needs.

Our PHN's goals:

- Be informed and led by community voice
- Re-orient the health system toward care close to home
- Build capacity of providers to meet health needs of our region
- An accountable, high performing organisation.

The PHN's values:

- Collaboration: We build strong and enduring relationships to achieve our shared goals
- Diversity: We are inclusive, fair and responsive to different needs
- Integrity: We are transparent, respectful and work to the highest standards
- Courage: We lead new approaches, learn and improve
- Impact: We deliver outcomes for our community.

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 once a year formally and on an ongoing basis informally with team members and managers.

Role-specific

- Work with key stakeholders in primary and tertiary care sectors to improve the systems and processes that support integrated patient care.



- Assist with identifying gaps between primary and specialist care to support effective transfer of care, shared care models, GP education and enhanced communication systems that will lead to improved patient outcomes.
- Contribute to improving communication between Metro North Health (MN Health) and primary care providers, particularly around referrals and discharges – “clinical handover”. Provide primary care advice to MN Health as required.
- Review opportunities and support the development of GP education in key topics of interest.
- Apply clinical/health systems knowledge and experience to develop strategies to encourage adoption of evidence-based approaches to integrated care between primary care and the broader health system with a particular focus on connecting to current health reform.
- Represent the organisation on relevant committees, advisory groups, and events as they relate to the role and organisational objectives.
- Contribute to documentation and organisational reporting requirements.
- Contribute to MN Health and Brisbane North PHN publications including GP Link and Practice Link with articles of interest to the GP community.

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.
- 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 | Integrated Care

Direct reports: Nil

Level of delegation

(Per Delegation Matrix – CEO to staff)

Key selection criteria

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

Qualifications and experience

- General Practitioner with current AHPRA Registration
- Is driven by systems and quality improvement
- Has an interest in driving change through team work
- Has an interest in developing GP Education

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 Brisbane North PHN and MN Health facilities. Work-related mileage will be reimbursed at relevant rates.

You will 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.)