



Position Description

Exercise Physiologist, Grade 1

Agreement:	Victorian Stand-Alone Community Health Centres Allied Health Professionals Enterprise Agreement 2022-2026
Classification:	Exercise Physiologist Grade 1
Directorate:	Primary Care
Reports to:	Program Manager/Team Leader, Health and Wellbeing Program
Direct Reports:	N/A

Our vision is ensuring the health and wellbeing of our community. Our [values](#) are:



Inclusion

We create an equal and more respectful world by making space and standing with people of all backgrounds.



Integrity

Our ethics, fairness and transparency drive actions and outcomes that we can all feel proud of.



Excellence

We believe in extraordinary service and we achieve it by going the extra mile to help others.



Innovation

We look to a better and brighter tomorrow to shape the potential today.



Collaboration

We work together to nurture the ideal conditions for our community to thrive.

About Us

Over the past three years, DPV Health has embarked on an exciting cultural transformation called the DPV Health Way. This included a values refresh, with renewed focus on Our People, their contribution to our organisation and community and enforcing our commitment to excellent care, supporting every employee in leading a happy, balanced, fulfilling life; no matter who they are, where they are from — or where they are going. Our workplace culture is committed to DPV Health values and celebrates workforce diversity reinforcing the positive approach we have to the way people contribute, communicate, engage and interact.

Our People deserve to feel empowered and supported as they pursue their professional goals, learn new skills, and achieve meaningful milestones in their work. At DPV Health, we foster an environment that promotes greater growth, innovation, and collaboration, so you can feel elevated every day.

We invest in Our People, proudly offering a diverse range of opportunities including knowledge sharing, ongoing learning and development, leadership development, connectedness, and celebration; these are key pillars in our culture.

About the Role

The Exercise Physiologist will work within a multidisciplinary team to develop and implement client- centred exercise programs for clients with chronic and complex conditions. The work will involve 1:1 centre or home-based clients, Telehealth, as well as group programs at the centre or local gyms.

The Grade 1 Exercise Physiologist (EP) will demonstrate good clinical reasoning and exercise prescription skills, and a commitment to learning. Under the guidance of a Grade 2 therapist and/or Team Leader, the EP will be accountable for providing quality client care through the application of clinical skills in assessment, planning, implementation, treatment and management of clients/participants.

The role includes organization and implementation of programs at DPV Health with clients who have diabetes, respiratory, cardiac and other chronic and complex conditions. They will also work with our NDIS clients, Medicare Funded Services, Mental health program as well as our Social Support Programs.

The Grade 1 Exercise Physiologist will develop and hold responsibility for the provision of a high standard of clinical services to eligible clients in our community. Key deliverables for this role are to provide individualised, re-enabling/restorative, evidence-based assessment, clinical interventions, education empowerment and self-management.

This position provides client-centred care of a high standard to 1:1 and/or group interventions for elderly, CALD, disabled, ATSI, refugee/asylum seekers and other eligible clients in the Northern Metropolitan area of Melbourne.

Roles Key Accountabilities

Service Delivery

- Protect the confidentiality of all clients, participants and staff at all times.
- Undertake accurate, timely assessments and interventions to internal and external clients consistent with team scope and individual scope of practice as determined by regular clinical supervision.
- Develop care plans in collaboration with clients/participants and other stakeholders to work towards client-centred goals.
- Identify need for additional support services with the client/participant in care plans. Make appropriate internal and external referrals for group or individual interventions to support a coordinated approach to better health outcomes for the client/participant.
- Provide follow up reviews, interventions and self-management strategies to empower the client/participant to achieve agreed goals in line with chronic disease best practice principles.
- Provide feedback to clients/participants, referrers and other stakeholders outlining assessment findings, agreed goals and recommendations. Feedback should be provided within 14 days of initial contact, or if changes in health status warrants further correspondence.
- Contribute to Case Conferencing of clients as required.
- Where appropriate, provide reports to NDIS Support Coordinators and HCP managers at required intervals to demonstrate effectiveness of the service in reaching the participants' goals.

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- Ensure that client files supports the standard for documentation best practice, the funding body business rules and upholds the values of the organisation.
- Develop, run and evaluate group based programs that support clients to improve control of their own health and encourages integration into the community, e.g. water-based, gym- based, condition-based groups with emphasis on social inclusion and community access.
- Develop supervision skills under guidance of the Grade 2 Therapist with Allied Health Assistants as required.
- Supervise and support Allied Health Assistant students as required.
- Support and contribute to service delivery growth and development opportunities in the Northern Growth Corridor.
- Identify, contribute to, and support quality improvement processes identified as relevant to the service delivery area
- Identify, contribute to, and support quality improvement processes from a client, quality and organisational view
- Practice effective Infection Control Procedures, especially following the COVID pandemic
- Participate in ongoing Professional Development.
- Participate in monthly supervision (pro rata). Engage in and contribute to monthly team meetings and PD.
- Participate in research activities in partnership with other agencies.
- Well-developed written and oral communication skills including public presentation skills.

Reporting, System and Analytics

- Provide high quality concise and timely reports for Team Leader as required.
- Continually review service/support provided to analyse success and areas of improvement
- Actively use and promote the use of DPV Health systems such as TRAK, CareLink, Riskman, MyBookings, ELMO, Physitrack, Prompt, Power BI, Sharepoint and others
- Ensure client activity and statistical data is documented in the required systems in a timely manner and in alignment with DPV health procedures

Financials, Budgets, Target, Funding

- Maintain regular, timely and accurate statistical input into relevant client databases.
- Actively support the Vision, Purpose and Values contained in the DPV Health Corporate plan.
- Understand the business rules for required funding sources such as HACC, CHSP, CH, ICD, HCP and NDIS.
- Proactive and positive approach in engaging HCP and NDIS clients and their coordinators in care provision in order to grow our services into these funding streams.
- Demonstrate full clinical diaries and take active steps to prevent DNAs and cancellations.
- Understand the impact of DNAs on reaching targets and on fee for service business streams.
- Ensure that all financial transactions are undertaken in line with approved DPV Health policy and delegations

Culture, Engagement, Diversity – People Experience

- Demonstrates behaviours aligned with DPV Health Values and Code of Conduct
- Participate in regular supervision, annual work plans and annual performance reviews
- Actively participate in all required training, inductions and development

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- Actively participate in and attend organisationally required meetings in a positive constructive manner. Offering balanced views and seeking solutions
- Actively supports and demonstrates inclusive behaviour with a zero tolerance for any bullying, harassment and inappropriate conduct

Health and Safety

- Take reasonable care to ensure no risk of harm to self and others in the workplace. This includes immediately reporting any incidents, near miss, hazards and injuries.
- Comply with relevant Occupational Health and Safety laws, standards, safe work practices, policies and procedures and attend all safety initiatives, improvements & training.
- Demonstrate safe work behaviours and conducting work in accordance with our safety management system.

Risk Management and Compliance – Quality and Accreditation

- Ensure documentation supports both quality and department standards
- Actively identify, monitor and manage areas of key risk and lead appropriate escalation and response
- Actively monitor and improve the quality and safety of their care and services
- Identify risks as they emerge and proactively addressed new and known risks.
- Commitment to partnering with clients to facilitate effective engagement and participation.

This position description contains the key roles and responsibilities and associated performance indicators for this position. The above list is not intended to be complete. Other tasks may be assigned from time to time to meet the needs of the organisation. Specific actions and objectives of this role will be outlined through the goal setting and review process.

DPV Health Requirements

- | | |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------|
| • Current Victorian Drivers Licence | • Valid Working with Children Check |
| • NDIS Clearance Check | • Satisfactory Police Check |
| • Travel between sites is required. | • Specific tasks and functions of this role will be detailed through objectives and key performance areas |
| • Vaccination status as per category | |

Authority

The occupant of this position has authority as per the delegation manual.

Key Selection Criteria

Qualifications

- A bachelor's degree in Exercise Science or Human Movement or equivalent with relevant post graduate degree
- ESSA accreditation

Experience & Skills

- Current Registration Exercise and Sports Science Australia (ESSA)
- Sound theoretical knowledge base and the commitment to continuing Professional Development to ensure best practice/evidence-based interventions.
- Well-developed clinical skills and demonstrated ability to support a coordinated approach by working with a range of stakeholders to improve health outcomes as agreed with your clients.
- A minimum of 2-3 years working as an Exercise Physiologist, New Graduates also welcome.
- Experience working with CALD, Aged, and clients with or at risk of chronic diseases as well as clients with disabilities.
- Experience conducting, developing and evaluating therapeutic and/or health education groups.
- Appreciation of a culture of risk management and mitigation.
- Ability to work independently and meet agreed timelines.
- Flexible, with the ability to problem solve and demonstrate initiative.

Employee Acknowledgement

I, _____, acknowledge I have read and understood this position descriptions and the requirements of my role.

Signature _____ Date _____