



## Position Description

### Physiotherapist Grade 2

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| <b>Award or EBA:</b>         | Victorian Stand-Alone Community Health Centres, Health Professionals Multi Employer Agreement 2022 -2026 |
| <b>Classification/Grade:</b> | Grade 2  |
| <b>Directorate:</b>          | Primary Care   |
| <b>Reports to:</b>           | Team Leader – Adult Physiotherapy  |
| <b>Direct Reports:</b>       |  |

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 this role

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The Grade 2 Physiotherapist will 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 physiotherapy assessments, clinical interventions, education, empowerment, and self-management.

This position contributes to the success of DPV Health Ltd by operating as a physiotherapist within the Health & Wellbeing Program.

This position provides client-centred care, a high standard of clinical services and expertise with one-on-one and/or group interventions for elderly, disabled, ATSI, refugee/asylum seekers and other eligible clients in the Northern Metropolitan area of Melbourne.

The Physiotherapist will be responsible for supporting the team/team leader with:

- Contributing to team and program wide responsibilities
- Identifying, developing and engaging with quality improvement
- Maintaining timely and accurate records and statistical data for productivity and clinical purpose

## Roles Key Accountabilities

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### 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.
- Where appropriate, provide reports to NDIS Support Coordinators or HCP Case Managers at required intervals to demonstrate effectiveness of the service in reaching the participants' goals.
- Ensure that client files support 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.
- Support Grade 1 physiotherapists in conjunction with Physiotherapy Clinical Lead, and Allied Health Assistants as required.
- Identify and support quality improvement processes from a client, quality, and organisational view

- Practice effective Infection Control Procedures
- Participate in ongoing Professional Development to meet registration requirement as specified by AHPRA.
- Participate in research activities in partnership with other agencies where relevant.
- Participate in the Individual Performance Review (IPR) process including development of annual work plan, ensuring activities are carried out as outlined.
- Attend service meetings, staff meetings and other organisational meetings as required

### **Reporting, System and Analytics**

- Provide high quality concise and timely reports for Team Leader/Program Manager, and as required by DPV Health policies and procedures.
- 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, PROMPT, MyBookings, MEX, ELMO and others

### **Financials, Budgets, Target, Funding**

- Identify opportunities to enhance the financial sustainability of Adult Physiotherapy (if appropriate).
- Maintain regular, timely and accurate statistical input into relevant client databases.
- Understand the productivity requirements for all relevant funding stream (HACC, CHSP, CH, NDIS, HCP's or others) and achieve targets in all areas.
- Demonstrate working at full clinical diary caseload and take active steps to prevent FTAs and cancellations.
- 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
- 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 address 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**

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| • Current Victorian Drivers Licence   | • Valid Working with Children Check            |
| • NDIS Clearance Check  | • Satisfactory Police Check                    |
| • Travel between sites is required  | • Eligible to be registered as an MBS Provider |
| • International Residency Stat Dec and International Police Check (if required) | • Vaccination Status as per category           |

## **Authority**

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

## **Key Selection Criteria**

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### **Qualifications**

- Bachelor's degree of Physiotherapy or Master of Physiotherapy
- Eligibility to obtain and maintain professional registration with the Australian Health Practitioners Registration Agency (AHPRA) and evidence of current registration, to be demonstrated annually.
- SWEP credentialed or able to apply for credentialing.

## **Experience & Skills**

### **Service Delivery**

- 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 client,
- Experience working as a physiotherapist in a community setting including work with CALD, Aged and clients with a disability.
- Experience conducting therapeutic and/or health education groups.
- Experience in planning, implementing and evaluating innovative, evidence based, clinical services.
- Understanding client needs and providing excellent service.

### **Communication and interpersonal approach**

- Excellent communication skills including an ability to work within an inter-professional framework and collegiate manner.
- Utilises interpersonal skills and tools to establish constructive rapport with clients from a variety of cultures, religions and socio-economic circumstances.
- Ability to present complex information in an easily understood and accessible format.

### **Client Focussed**

- Builds client relationships and builds a culture where best for the client guides decision making.

### **Planning and Organisation**

- Ability to write clear, concise and informative reports.
- Ability to work independently and meet agreed timelines.
- Excellent understanding and knowledge of the funding changes impacting the sector.

### **Industry**

- Knowledge of community support services
- Knowledge of Client Directed Care principles and frameworks.
- Ability to work independently and respond to a changing work environment.

### **Quality, process improvement and innovation**

- Uses initiative in identifying continuous quality improvement opportunities.
- Knowing the most effective and efficient processes to get things done. Speaking up and making suggestions when things can be done better for the client.
- Capacity to make decisions, find solutions and escalate when required.
- Seek opportunities to improve processes adapting to a flexible and changing environment.
- Commitment to maintaining a high standard and quality of work and ethics.

### **Extras depending on the role**

- Competent computer skills
- A relevant community language
- Experience facilitating and supporting students.

### **Employee Acknowledgement**

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

Signature\_\_\_\_\_ Date\_\_\_\_\_