	<b>General Practitioner: Trans &amp; Gender Diverse Healthcare</b>	Approval Date: Dec 2021
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## 1.0 POSITION SUMMARY

**General Practitioner providing primary care services as part of a highly skilled, multidisciplinary community health team.**

## 1.1 POSITION TITLE

**General Practitioner**

## 1.2 PROGRAM

**Medical Services**

## 1.3 CLINIC MANAGER

**Manager, Medical Services**

## 1.4 ENGAGEMENT

**Contractor:**

## 1.5 COST CENTRE

- **70% of Billings**
- **Hourly and Training Retainer offered**

## 1.6 ENGAGEMENT CHECKS

**Satisfactory Police Records Check, valid Working with Children Check and NDIS Worker Screening Clearance.**

## 1.7 PRE-EXISTING INJURY / ILLNESS


**Contractors who are not currently engaged by Your Community Health are required to fill out a Pre-existing Illness/ Injury Declaration Form.**

## 1.8 POSITION PURPOSE

As a General Practitioner working within a multidisciplinary team, you will have the support and professional resources to deliver high quality, holistic, person centred care to people living and working within the northern Melbourne region.

Unique to Your Community Health; you will have the career opportunities to work across one or more of our General Practice and Specialist Clinics, aligning with your skills and/or areas of interest. These include:

- General Practice
- General Practice Respiratory Clinics
- Lymphoedema clinic
- Pharmacotherapy clinic
- Refugee Health clinic
- Specialist Paediatric Development and Behavioural clinic
- Trans and Gender Diverse Health clinic (gender-affirming care)

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- Vitamin D clinic

The position of General Practitioner is offered with full time, part time or locum hours.

Our practitioners are encouraged and supported to work in additional clinics and within interdisciplinary teams.

## 2.0 OUR ORGANISATION

Your Community Health is a quality accredited independent community health service with its own Board of Directors. It provides a wide range of allied health, medical, social support and health promotion services operating across the seven Local Government Areas (LGAs) of northern Melbourne: Darebin, Banyule, Moreland, Yarra, Hume, Nillumbik and Whittlesea. There are three service sites:

- East Reservoir (125 Blake Street, East Reservoir)
- Northcote (42 Separation Street, Northcote)
- Panch (300 Bell Street, Preston)

### Purpose

We partner with people and communities to deliver health and wellbeing services and promote equity.

### Our organisational values

#### Courage


- We are progressive
- We are creative and resourceful
- We challenge the status quo for the benefit of our communities

#### Empathy

- We are caring and inclusive
- We celebrate and value diversity
- We work collaboratively and respectfully

#### Integrity

- We are ethical, honest, reliable and fair
- We listen and are accountable to our communities
- We earn and build trust

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#### Achievement

- We are outcomes-focused
- We are adaptable and always learning
- We continuously improve

### **3.0 POSITION DETAILS**

#### **3.1 ROLE AND DUTIES**


##### **Clinical Responsibilities**

- Provide high quality, primary health care services, in keeping with best practice standards, and utilising the informed consent model.
- Provide appropriate health care to all patients irrespective of their age or care levels.
- Support and advise clients regarding management of respiratory illness including isolation requirements
- Provide care and treatment as required including management of acute illness and referral/transport for tertiary care
- Respond to all patient presenting medical/health problems including history taking, diagnosis, investigation, treatment and referral as appropriate
- Provide health promotion and preventative health care advice to all patients attending the clinic
- Work with the community to increase their capacity to make choices that enhance their health and wellbeing
- Refer patients to other providers both within Your Community Health and external as appropriate.

##### **Operational**

- Record and maintain adequate and accurate patient records using clinic protocols and the practices electronic medical record, detailing: previous health and family history, specialist referrals, prescriptions, investigations, treatments, diagnostic tests, registers and recalls
- Actively communicate and coordinate with colleagues, allied health professionals and specialist services when engaged in multidisciplinary care planning.

##### **Safety and Quality**

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- Participate in training and development in continuous provision of LGBTIQ+ safe services and best practice
- Use gender affirming language and practice other safe, person-centric methods when engaging with the trans, gender diverse and non-binary community
- Ensure infection and prevention control measures are appropriate and maintained
- Support families and significant others to remain safe and adhere to isolation requirements as appropriate
- Ensure testing results notifications are timely and that systems comply with regulatory and legislative requirements
- Record incidences and near misses as per medical practice policy
- Practice duty of care by meeting medical practice standards and protocols
- Maintain staff and patient confidentiality at all times
- Participate in Your Community Health quality improvement policies and programs.

### **Organisational**

- Comply with YourCH policies and procedures
- Comply with and lead YourCH Diversity policies
- Maintain professional credentials through participation in CPD programs and vocational requirements.

### **Health Promotion**


- Work with our community to increase their capacity to make choices that enhance their health and wellbeing.

### **Service Development**

- Work with management and colleagues to continuously improve the accessibility, range and level of services delivered.

### **Partnerships**

- Work in partnership with the community, clients and Your Community Health staff, volunteers and contractors to achieve our vision
- Represent YourCH, as appropriate, through participation in external stakeholder initiatives that promote YourCH initiatives and/or improvements to client care.
- Participate in communities of practice and/or similar interest groups as appropriate.

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## **Organisational Sustainability**

- Ensure a safe workplace for clients, visitors, and staff.
- Work in accordance with Your Community Health Policies and Procedures.

## **3.2. SELECTION CRITERIA**

### **Qualifications, Registrations and Screening Checks**

#### **Essential**

- The General Practitioner must be registered with AHPRA to practice medicine in Australia and have a valid provider number for the site location
- Vocational recognition through Fellowship with either the Royal Australian College of General Practitioners (RACGP) or equivalent.
- The General Practitioner must abide by all legislative acts governing medical practice in Victoria.
- Current Medical Indemnity Insurance Cover
- Current National Police Check, Working with Children Check and Disability Worker Exclusion Scheme check; or ability to obtain.
- Up to date COVID-19 vaccination status


### **Experience**

#### **Essential**

- Understanding of the social model of health
- Sensitivity to the needs of marginalised people and their ability to access services
- Excellent interpersonal and communication skills
- Applied knowledge and skills in the area of primary care medicine

#### **Desirable**

- Experience in gender affirming health
- Experience in sexual health
- Experience in working in complex care or in working with neurodivergent clients
- Training and experience in providing Pharmacotherapy services.

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### Notes

- Your Community Health is committed to providing an inclusive and accessible environment where people and communities of all identities and backgrounds (including but not limited to, ethnicity, faith, socio-economic circumstance, sexual orientation, gender identity, ability, bodies, migration status, age and Aboriginal and Torres Strait Islander descent) are accepted, safe and celebrated
- Management, in consultation with the staff member, reserves the right to modify this position description when required
- Your Community Health requires declarations and personal information relevant to employment. The collection and handling of this information will be consistent with the requirements of the Information Privacy Act 1988.

PD Updated: July 2022

