

ANAM CARA GEELONG

The Highest Standards of Care

**Position Description:
Palliative Care GP Specialist**



Position Title	Palliative Care GP Specialist
Position Reports To	Director of Medical Services
Location	Geelong, Victoria
Employment Status	Part time / Casual
Industrial Instruments	National Employment Standards (NES)
Organisational Level	Clinical
Direct Reports	Nil

About Anam Cara Geelong

Anam Cara Geelong (Anam Cara) is a not-for-profit organisation. **Our Vision** is that everyone has the opportunity to live with dignity, experience quality of life at end-of-life, and to die well in the place they choose. **Our Purpose** is an empowered and informed community where people make informed choices, and they are in control of their own care.

We are committed to offering support to people, their families and carers who are seeking person-centred palliative and end of life care within the Geelong and wider region. Our services include 24-hour end of life care, day and overnight palliative care, community outreach and equipment loan. Care occurs in a unique, home like environment with best practice clinical care including support from trained palliative care volunteers. The focus of person-centred palliative care is on the quality of life, symptom management and comfort.

At Anam Cara **Our Values** guide us to show Compassion, Accountability, Respect, Excellence and Dignity.

Position Overview

The position of Palliative Care GP Specialist at Anam Cara House Geelong (Anam Cara) you will play a pivotal role in providing compassionate and comprehensive care to guests facing life-limiting illnesses. In this integral role, you will be responsible for delivering guest-centred, holistic, and high-quality palliative care services that aim to enhance the quality of life for our guests and their families. You will work closely with our interdisciplinary team to alleviate suffering, manage symptoms, and support guests in their journey towards a peaceful and dignified end-of-life experience

Key Responsibilities / Accountabilities

Clinical Palliative Care

- Conduct comprehensive assessments of guests with advanced, life-limiting illnesses to determine their unique physical, emotional, and psychosocial needs. Develop and implement individualised care plans that focus on symptom management, pain control, and addressing end-of-life goals. Provide ongoing best practice, evidence based medical management that ensures guests' comfort and quality of life.
- Work closely with a multidisciplinary team, including nurses, and other healthcare professionals, to ensure a holistic approach to guest care. Participate in regular team meetings to review guest cases, discuss care plans, and make necessary adjustments based on input from the team.
- Effectively communicate with guests and their families, providing clear and compassionate explanations of diagnoses, treatment options, and end-of-life care choices.

- Offer emotional support, guidance, and counselling to help guests and their families make informed decisions about their care.
- Recognize and respect the diverse cultural backgrounds and beliefs of guests and their families. Provide culturally competent care and adapt communication and care plans as needed to accommodate individual preferences and values.
- Offer education and training to fellow healthcare professionals, guests, and their families on palliative care principles, symptom management, and end-of-life care options. Support and empower guests and families to make informed decisions regarding their care.
- Participate in quality improvement initiatives as required to continuously enhance the quality of palliative care services at Anam Cara. Monitor and evaluate the effectiveness of care plans, medications, and interventions, making recommendations for improvements based on best practices and evidence-based guidelines.
- Maintain accurate and complete medical records in accordance with relevant regulations and standards. Document guest assessments, care plans, treatment outcomes, and advance care planning discussions.
- Demonstrate a compassionate and empathetic approach in all guest interactions, recognizing and respecting the unique needs, values, and preferences of each individual under your care.
- Ensure strict adherence to the healthcare regulations, policies, and procedures specific to palliative care in Victoria, including the legal requirements for controlled substances. Work within the bounds of the National Safety, Quality Health Services Standards, assist the Quality, Safety & Risk Manager in the accreditation program and align practice with standards. Participation in NDIS Certification processes and align practice with standards.
- Participation in the QIC accreditation process and alignment of practice with standards.
- Stay updated with the latest developments in palliative care, participating in relevant conferences, workshops, and training opportunities.
- Engage in or support research activities related to palliative care to advance the knowledge and practices within the field.
- Assist guests and families in creating advance care directives, discussing end-of-life care preferences, and ensuring their wishes are respected and documented.
- Provide teaching to students undertaking their clinical placement at Anam Cara.

Professional Competence and Development

- Maintain own professional knowledge and skills through participation and commitment in professional development opportunities.
- Complete all mandatory training and education to comply with Anam Cara and other regulatory bodies.

Risk Management

- Manage risk and ensure formal risk assessments are conducted regularly.
- Ensure work aligns with current Anam Cara policies and procedures.

People and Culture

- Anam Cara values and behaviors are embodied throughout the organization.
- Anam Cara values are considered in carrying out all interactions including with guests, team members, consulting clinicians and external agencies
- Opportunities for personal development are provided.
- Performance is reviewed and feedback provided as part of a regular cycle of activities



Occupational Health and Safety (OH&S)

- Participate in best practice and delivery of OH&S and Emergency Management Procedures, encourage staff, guest, volunteers and visitors to be aware of the requirements.
- Maintain an understanding of individual responsibility for guest safety and contribute to organisational quality and safety initiatives.
- Accept responsibility for ensuring the implementation of health and safety policies and procedures and cooperate with Anam Cara in any action it considers necessary to maintain a safe working environment which is safe and without risk.
- Report and record all incidents, mishaps and losses, investigate and ensure corrective actions are implemented as far as reasonably practical.
- Participate in the OH & S committee and contribute to the clinical leadership requirements where applicable.

Equal Opportunity

- Foster an environment free from unlawful discrimination, harassment, vilification and bullying.

Other

- It is not the intention of this position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position.
- The accountabilities described within may be altered in accordance with the changing requirements of the role.

Key Selection Criteria

- Registered with AHPRA as a medical practitioner
- Completion or making progress towards completion of RACP Clinical Foundation in Palliative Medicine (or equivalent)
- Evidence of continuing practice and medical education in Palliative Care medicine
- Strong commitment to guest and family-centered care and a compassionate approach to guest interactions.
- Excellent communication skills and the ability to work effectively in a multidisciplinary team.
- Knowledge of pain and symptom management, ethical issues in end-of-life care, and advance care planning.

Other Requirements

- Current Police Check
- Evidence of immunisations as per the Anam Cara Immunisation Policy including MMR, Varicella Zoster, Pertussis, Hepatitis B, Influenza and COVID-19 (or acceptable evidence for any exemptions).
- Current Victorian Drivers License
- Credentialling documents as per Organisational Policy

Key Relationships

Internal:

- Director of Medical Services
- Director of Nursing
- Nursing Colleagues

External:

- Community Palliative Care services
- PHN Palliative Care SIG
- Acute Health Services

Position Description: Palliative Care GP Specialist



- Environmental Services staff
- Volunteers
- CEO and Administration Staff
- Primary Health Services
- Deakin University

Acceptance of Offer

I understand the role, responsibilities and outcomes required to successfully meet the requirements of this position and I accept this Position Description.

Name

Signature

Date