

Position Description

*School of Rural Health,
Faculty of Medicine, Dentistry and Health Sciences
The University of Melbourne*



DEPUTY HEAD OF SCHOOL/CHAIR OF MEDICINE

Position No:

Organisation Unit: School of Rural Health

Budget Division: Faculty of Medicine, Dentistry and Health Sciences

Classification: Professor (Level E)

Salary: Base \$107,544 plus clinical loading \$16,063 plus \$20,000 GFL

Superannuation: Employer superannuation contribution of 17%

Employment Type: This is a fixed term position offered for an initial period of 3 years.

Current Occupant: Vacant

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Closing Date: n.a.

Applications To: Deputy Principal, Human Resources, The University of Melbourne, Victoria, 3010; fax +61 3 8344 6080 or email hr-applications@unimelb.edu.au by the closing date. Applicants must address the selection criteria and provide a detailed curriculum vitae by the closing date. Please quote the position number and include the names, phone, facsimile numbers and email addresses of three referees in your application.

1. The Faculty of Medicine, Dentistry and Health Sciences

- 1.1 The University of Melbourne Faculty of Medicine, Dentistry and Health Sciences comprises the School of Medicine, the School of Dental Science, the School of Physiotherapy, the School of Behavioural Science, the School of Nursing, the School of Population Health, and the School of Rural Health. The Faculty's Education Unit, Information Technology and Multimedia Unit, International Unit and Centre for Neuroscience are organisationally located in the Dean's Office.
- 1.2 The School of Medicine was founded in 1862 and comprises twenty academic departments.
- 1.3 The School of Medicine has three general Clinical Schools. These are: Austin and Repatriation Medical Centre and Northern Hospital, Royal Melbourne and Western Hospitals, and St. Vincent's Hospital and Barwon Health.
- 1.4 In 1999, a new integrated, problem-based medical curriculum was introduced. Each Clinical School takes approximately one third of the total student complement of about 240. There are a number of regional and rural hospitals, affiliated with the University where medical students undertake part of their clinical training. There are also a number of specialist clinical schools. These are the Royal Children's Hospital (Paediatrics), the Royal Women's Hospital and Mercy Hospital for Women (Obstetrics and Gynaecology), the Royal Victorian Eye and Ear Hospital (Ophthalmology and Otolaryngology), the Peter MacCallum Clinic of the Cancer Institute (Oncology and Palliative Care) and Melbourne Extended Care and Rehabilitation Service.

2. The School of Rural Health

The School of Rural Health comprises the Department of Rural Health and the Rural Clinical School. The University established the School in February 2002 recognising the significant synergies that existed between the recently established Department and Clinical School. The School attracts the majority of its funding from the Federal and State Governments and is the University's main centre for rural teaching, training, research and community development in rural medicine/health. The School also has a close and strategic relationship with Goulburn Valley Health, sharing resources and staff to enable a united approach to rural health education and training in the local area.

The School is located in Shepparton, North East Victoria on a new purpose built University campus adjacent to the Goulburn Valley Hospital. The campus has a suite of office and administration areas as well as purpose built conference, tutorial rooms and 116 seat lecture theatre with the latest audiovisual technology. The School has extensive plans to further develop the current site with student accommodation and laboratories, and an increase in teaching and office space.

The Foundation Professor of Rural Medical Education and Clinical Dean of the Rural Clinical School, Professor Dawn DeWitt has recently been appointed to these positions and to the position of Head of the School of Rural Health, and will take up her appointment in May 2003.

3. The Rural Clinical School

The Rural Clinical School (RCS) is a new venture established under an initiative of the Commonwealth Department of Health and Ageing. It is co-located in Shepparton with the Department of Rural Health and will also have major centres in Ballarat and Wangaratta.

The Clinical School works in close conjunction with the Department of Rural Health and with affiliated hospitals, sharing both facilities and resources.

The RCS is the fourth general clinical school of the Faculty, the other three being at the Austin and Repatriation Medical Centre and Northern Hospital, the Royal Melbourne and Western Hospitals, and St Vincent's Hospital and Barwon Health.

The RCS accepted its first medical students in July 2002. All undergraduate medical students of the University of Melbourne undertake semesters 8-12 of the medical course in one of the four clinical schools. When it is fully operational, 25% of students (approximately 144 students) will undertake their clinical training in the RCS. The number of students based in the RCS will increase annually until 2005 when it will reach full operation. Staff numbers and related facilities will grow as student numbers increase.

The Clinical School is responsible for all student affairs such as rostering, teaching arrangements and helping with student problems.

4. The Department of Rural Health

The Department of Rural Health lies within the School of Rural Health and is largely funded by the Commonwealth Department of Health and Ageing. Its purpose is to serve as a focal point for health education, research and support in rural Victoria in collaboration with other agencies. The Department is currently developing strategies in relation to:

- Primary, secondary and tertiary disease prevention activities, for the rural population.
- Health promotion activities for the rural population
- Aboriginal health activities in partnership with the local Aboriginal community
- Rural training, recruitment and retention for medical, nursing, allied health and other health workers.

The Department has developed a close relationship with local health service providers, other clinical and non-clinical Departments of the University of Melbourne and other Universities and educational organisations. A variety of strategic projects are underway including the development of rural health education/workforce and research programs across rural Victoria. A range of research, clinical audit and service enhancement programmes are already underway in the Goulburn Valley.

The Chair of Rural Health was established in February 1999.

5. Goulburn Valley Health

The Goulburn Valley Base Hospital was established in 1876 as the Mooropna and District Hospital and is now part of the Goulburn Valley Health (GVH) organisation. It services 326 beds at three campuses and provides acute care, mental health, rehabilitation and aged care services. During 2000-2001, GVH discharged 18,612 patients and the emergency department dealt with 25,735 cases.

Goulburn Valley Health has been involved in training University of Melbourne medical students for a number of years. With the establishment of the Department of Rural Health and the Rural Clinical School in Shepparton, interaction between GVH and the University has increased and both organisations work in close cooperation and consultation to achieve mutual outcomes.

6. Functionality Chart

The occupant of this position will be directly responsible to the Head of the School of Rural Health/Clinical Dean (who reports to the Dean of the Faculty) according to the attached functionality chart.

7. Selection Criteria

Essential Criteria

- A medical qualification registrable in Victoria
- Fellowship of a relevant Royal Australian College or equivalent
- A distinguished record in the field of rural health, Aboriginal health, rural public health or related areas encompassing clinical practice, education and research in the candidate's area of expertise
- Ability to provide strong academic leadership in education, research and practice in rural and/or Aboriginal and/or public health
- Demonstrated knowledge of the Australian and Victorian rural health environment and an understanding of the political and economic context
- Ability to supervise candidates for higher degrees of the University

Desirable Criteria

- A record of achievement in securing external research and education grants
- Experience with strategic planning in health care and/or education organizations
- A willingness to undertake higher responsibilities as and if required
- A higher degree in a related field.

8. Conditions of Appointment

- 8.1** All professors of the University are members of the Academic Board of the University. Heads of Schools/Departments are members ex-officio of the Faculty (Board) of Medicine, Dentistry and Health Sciences, and the Faculty Executive Committee.
- 8.2** The Professor of Medicine/Deputy Head of School reports to the Head of the School of Rural Health who reports to the Dean of the Faculty. The appointee will initially

have the following specific responsibilities, subject to review after the first six months of appointment:

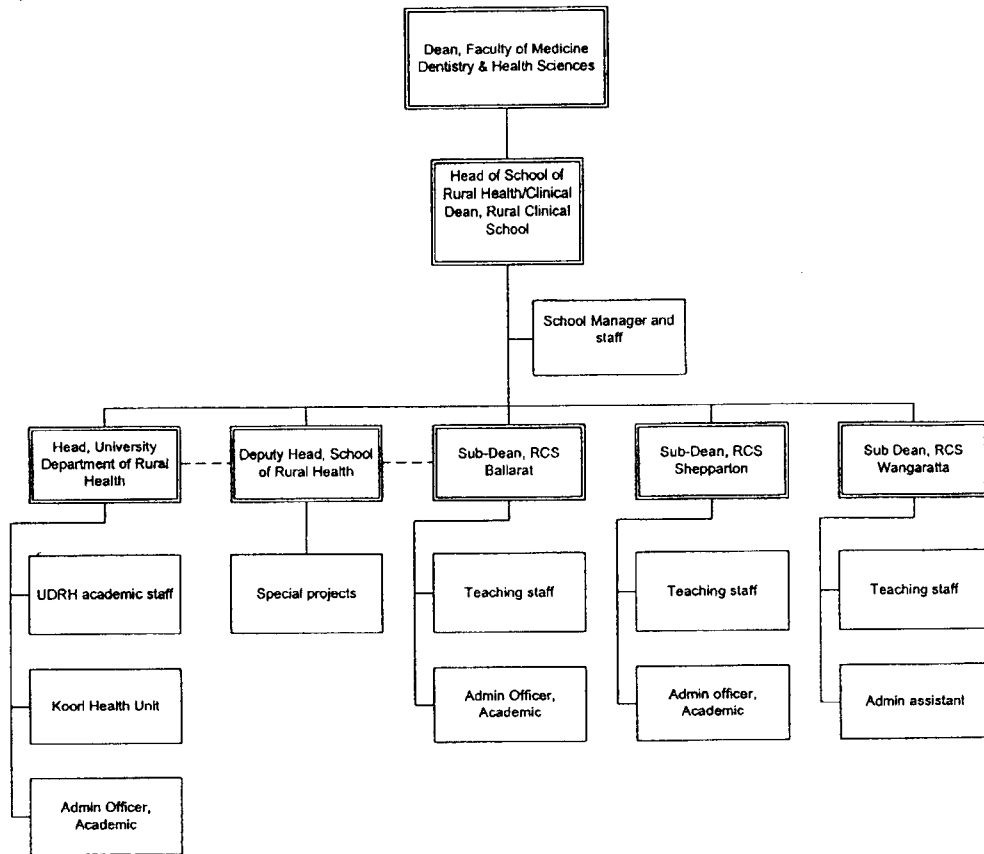
- Deputising for the Head of School in her absence according to University regulations
- Acting Head of Department of Rural Health from 1 September 2003 to 31 January 2004 including negotiation for and oversight of PHCRED project
- In conjunction with the Head of School, liaison with the Commonwealth Department of Health and Ageing about contracts with School of Rural Health, in particular a proposed contract relating to establishment of an academic practice in Shepparton
- Liaison with Head, University Department of Rural Health for leadership and development of research programs in the School, including identifying appropriate external funding sources
- Oversight of School of Rural Health relationships with the Schools of Nursing (and development of a Rural Clinical School-Nursing), Physiotherapy and Dentistry.
- Liaison with Ballarat node of Rural Clinical School
- Assist the Head of School to attract specialist staff to Rural Clinical School
- Clinical teaching in Rural Clinical School
- Clinical duties as negotiated with Goulburn Valley Health or Ballarat Health.
- Membership of School of Rural Health Executive with a major role in the overall academic and resource management and planning of the School.
- Representation of School of Rural health on Faculty Committees as agreed with the Head of School

9. University Expectations of a Professor

- 9.1** The paper "University Expectations of a Professor" is an attachment to "Professor of the University – General Information, Conditions of Appointment and Method of Application" at http://www.hr.unimelb.edu.au/d/sdt_promprof.html#Expectations

SCHOOL OF RURAL HEALTH

Tuesday, 1 July 2003



AUSTIN HEALTH

PROPOSAL FOR THE APPOINTMENT OF A PROFESSOR AND DIRECTOR OF CARDIOLOGY

1. OUTLINE OF PROPOSAL

It is proposed to appoint a Professor and Director of Cardiology to provide academic leadership in this discipline and its related services at Austin Health. Subject to the approval of the University, the appointee will be granted the status of Professorial Fellow within the University of Melbourne Department of Medicine at the Austin & Repatriation Medical Centre / Northern Health.

2. BACKGROUND

- 2.1 Austin Health is a Metropolitan Hospital created under the Health Services Act 1998. Austin Health is committed to the delivery of high quality health care services to the north eastern and some central eastern areas of Melbourne. Austin Health is comprised of the Austin Hospital, the Heidelberg Repatriation Hospital, Royal Talbot Rehabilitation Centre, and a number of beds at the Larundel Psychiatric Service in Bundoora. The clinical services offered at these four sites, combine together to provide a quality health care service delivery.
- 2.2 Austin Health provides comprehensive acute inpatient care in medicine, surgery, psychiatry and all the associated subspecialties as well as outpatient clinics and ambulatory care.
- 2.3 Austin Health will undergo significant consolidation over the next 3 to 5 years as part of a major government sponsored redevelopment project. This project involves the construction of a new, state of the art, tertiary hospital facility on the site of the Heidelberg Repatriation Hospital. Construction of the new facility will be achieved using private sector funding. The government is also seeking private sector involvement in ongoing provision of public health services from the new hospital. This involvement could take the form of a build, own and operate arrangement.
- 2.4 Austin Health has been associated with The University of Melbourne since 1966, and has University Departments of Medicine, Surgery and Psychiatry and Professor and Directors in Psychiatry, Anatomical Pathology, Infectious Diseases, Cardiac Surgery, Neurology, Respiratory Medicine and Aged Care.

Austin Health plays a major role in undergraduate and postgraduate training and continuing education in Cardiology as well as all other clinical disciplines in association with the University of Melbourne.

Austin Health is also committed to maintaining and developing its outstanding reputation and depth in both basic and clinical research.

2.5 The University of Melbourne

2.5.1 The University of Melbourne was founded by Act of Victorian Legislature in 1853 and commenced teaching its first students in 1855. It now has over 25,000 students.

The University of Melbourne Medical School was founded in 1862 and has recently been organised in the Faculty of Medicine, Dentistry and Health Sciences, comprising the Schools of Medicine, Dental Science, Physiotherapy, Behavioural Science, and Postgraduate Nursing.

2.5.2 The approval of the Council of The University of Melbourne is required for the successful applicant to be appointed as a Professor. A Professor/Director is appointed in accordance with University Statute 7.1. This Statute provides for an appointment as Professorial Fellow for a person appointed to a full-time position in an institution associated with the University for teaching and research purposes. The title of Professor is conferred only in respect of persons who have academic standing and responsibility which correspond to those of a Professor of the University.

3. **ROLE OF PROFESSOR/DIRECTOR**

- 3.1 The appointee will be the Director of Cardiology at Austin Health, its programs and satellites. Subject to the approval of the University of Melbourne, the appointee will be granted the status of Professorial Fellow within the University of Melbourne, Department of Medicine at the Austin & Repatriation Medical Centre / Northern Health.
- 3.2 Cardiology is a very large specialist program at the Austin Health and is responsible for the care of patients admitted to the Medical Centre with cardiac problems. It is also responsible for consultative care of other patients on referral.
- 3.3 The appointee will be expected to provide professional leadership, managerial direction and promote excellence in the field of Cardiology within Austin Health and to further develop effective teaching and research programs.

4. CLINICAL SERVICES

4.1 The Cardiology Department provides a broad range of complex and highly specialized cardiac services including:

- A high volume interventional program including coronary angioplasty, coronary stent deployment, balloon valvuloplasty and percutaneous closure of congenital heart defects.
- 24-hour availability of Cardiac Catheterisation laboratory for direct and rescue infarct angioplasty.
- Electrophysiology and pacing, including complex EP ablation procedures in adults and children, insertion of pacemakers and percutaneous implantation of automatic implantable cardioverter defibrillators (AICD's).
- A comprehensive echocardiography program including transthoracic, transoesophageal, intra-operative and stress echocardiography, both pharmacological and exercise.
- 24-hour availability of urgent echocardiography.
- Outpatient services that have been expanded to include 3 special focus outpatient clinics and 2 general cardiology clinics. The availability of cardiac failure clinics, arrhythmia/pacing clinics and valve/congenital heart disease clinics allows patients with these problems to be treated by cardiologists with special expertise in the area thereby improving patient care.
- Monitoring of patients with acute coronary disease, heart failure or life-threatening arrhythmias in Coronary Care Unit (CCU).
- A high volume of day procedure diagnostic coronary angiography, using 5 dedicated Day Surgery Unit beds, staffed by catheterization laboratory nursing staff.
- A pre-admission clinic for angioplasty patients, allowing improved patient care, reduced length of stay and fewer cancelled procedures.
- An outpatient cardiac rehabilitation program, which is offered to all patients admitted to the hospital with myocardial infarction and patients undergoing coronary angioplasty procedures. This program has achieved national benchmarking status.

4.2 Staffing

The Cardiology Department is large, with 18 senior medical staff members (EFT 5.3), 13 Technologists (EFT 13.0), 8 Administrative staff members (EFT 6.9), one liaison nurse, 6 research staff members (EFT 4.2), and 6 HMO's.

In addition, the department has very close links with the CCU, Cardiac Catheterization Laboratory and Cardiology Medical Ward.

5. ACADEMIC CASE FOR APPOINTMENT

- 5.1 Austin Health has a very large and busy Cardiology Service, which continues to grow at a rate of 5-10% per year. Currently the department performs 2,000 diagnostic angiograms, 700 PTCA's, 300 pacemaker insertions, 25 defibrillation implants, 6,000 echo procedures, 15,000 ECG's and 1,500 24 hour Holter monitors per year. It is expected that the volume of work will continue to increase, particularly in the area of acute infarct angioplasty.

The new developments are expected to provide ample opportunities to expand clinical and basic research in cardiology, especially if an academic leader with a strong reputation in this field can be attracted to coordinate and drive it.

It is important to the success of this initiative that an individual with a strong teaching and research interest, with substantive experience in a university hospital setting, can be recruited.

The University links for the Professor/Director of Cardiology will be through the University Department of Medicine (ARMC/NH).

6. TEACHING, TRAINING AND RESEARCH

- 6.1 The Professor and Director will be expected to participate in teaching activities of the Hospitals and University at undergraduate and postgraduate levels.
- 6.2 The Professor and Director will be expected to promote basic and clinical research and to co-operate with appropriate research projects within the Hospital, the University and associated research institutes.
- 6.3 The Professor and Director will be expected to participate in Austin Health quality assurance activities.

7. CREDENTIALS OF PROFESSOR/DIRECTOR OF CARDIOLOGY

- 7.1 The Professor and Director of Cardiology must have or be eligible for full medical registration in the State of Victoria and must also possess an appropriate postgraduate qualification such as Fellowship of the Royal Australasian College of Physicians, or an equivalent qualification accepted by the National Specialist Qualifications Advisory Committee of Australia. The appointee should also possess a higher degree in research

and/or have demonstrated by publications in peer review journals ability to conduct research independently.

- 7.2 The appointee as well as having relevant qualifications, must have had appropriate clinical research and teaching experience in all aspects of cardiology medicine as well as having achieved excellence in at least one specific area of Cardiology.
- 7.3 The appointee will have demonstrated qualities necessary for professional leadership and a proven capacity to execute managerial responsibilities.
- 7.4 The appointee will have demonstrated excellence in the academic areas of research and teaching.

8. OTHER CONDITIONS

- 8.1 The Professor and Director will be provided with administrative assistance, suitable office space and appropriate infrastructure support.
- 8.2 The appointee will be a member of the Division of Medicine at Austin Health.
- 8.3 The academic appointment will be within the Department of Medicine (ARMC/NH) of the University of Melbourne. The appointee will respond with respect to University matters through the Head of the University Department.
- 8.4 The appointee will be eligible for election to membership of the Faculty of Medicine, Dentistry and Health Sciences.
- 8.5 The appointment will be full-time for an initial period of five years with the right to apply for subsequent reappointment.
- 8.6 The appointee will be eligible to apply to the Chief Executive for the limited right of private practice.
- 8.7 An appropriate salary package and conditions will be negotiated.
- 8.8 More detailed information is available from the Austin Health's Executive Director of Clinical Services on (06) 9496 5432.

9. PROCEDURE FOR APPOINTMENT

- 9.1 The procedures for appointment will be as already established by The University of Melbourne, with a joint appointment committee and recommendations passing to the University Council and the Board of

Directors of Austin Health if a suitable appointee is found.

- 9.2 In the event that no individual is identified as suitable for the appointment by the University as Professorial Fellow, the University will reserve the right to make no appointment, although Austin Health could continue to make an appointment of Director of the Cardiology under these circumstances. The University affiliation of any appointee would be through the University Department of Medicine at ARMC/NH.