

ACTIVE PHYSIOTHERAPY MACKAY**Position Description**

Position Title	Physiotherapist
Organisational Relationship	Responsible to the Practice Manager
Employment Conditions	Full time, Part time or casual depending on the requirements of APM

The Position

Reporting to the Practice Manager the Physiotherapist provides clinical assessment and treatment of various musculoskeletal and pain related conditions at Active Physiotherapy Mackay.

The role provides clinical services to the customers of APM ensuring these are customer focused, adopt best practice approaches, provide for innovative solutions and strive for continuous improvement.

As a member of a Physiotherapy team undertake assessments of clients, determine individual capabilities and apply professional expertise to maximise independence and quality of life

Contribute professional expertise to the development, monitoring and review of approved programs to enhance independence and quality of life for both individual and targeted groups of clients.

Identify local areas of need relating to the area of physiotherapy and opportunities to develop appropriately responsive programs for both individual and targeted groups of clients.

Undertake health promotion activities relating to physiotherapy for both individual and targeted groups of clients and or their families and staff.

Contribute to the promotion of the service to relevant groups in the local community.

Position objectives

- Ensure the physiotherapy services provided are focussed on the delivery of quality services to clients, referrers and third party customers.
- To actively participate in personal professional development as required by AHPRA
- To actively participate and contribute in the PD programme as set out at APM
- To liaise regularly with clients, referrers and 3rd party customers to raise a positive profile of APM in the community
- To contribute to the promotion of the service to relevant groups in the local community

Position Accountabilities

The Physiotherapist is accountable for provision of services in the following categories:

Strategic

- Participate and assist Practice Manager in the development and delivery of the Active Physiotherapy Mackay Strategic Plan

Operational

- Provide clinical assessment and treatment to APM customers.
- Keep professional notes up to date and thorough as per legal requirements.
- Liaise regularly with referrers and 3rd party clients.
- Ensure adherence to the policies and procedures as defined by the Directors.

Public Relations

- Ensure all APM Physiotherapy services are client focussed.

- Attend community events including but not limited to Medicare local meetings, sports group meetings and pain group meetings to raise their personal profile and the profile of APM.

Quality Management

Develop and maintain a quality service through the:

- Application of professional standards
- Participation in quality improvement activities such as audits and surveys under the framework of Quality in Practice self certification, Department of Veteran Affairs (DVA) standards, and any other standards as defined by service agreements (eg Hay Point)
- Comply with the policies and procedures, practices and organisational goals and objectives of APM

Occupational Health and Safety

- Adhere to relevant statutory legislative and APM policy requirements to ensure that work and services are provided in a safe manner at all times.
- Ensure a safe environment exists for clients, staff and members of the public.
- Report any untoward incidents or hazards by completing an incident/hazard report and informing the Directors and insurance agency.
- Comply with the Occupational Health and Safety policies and procedures.

Risk Management

- Contribute to the development and maintenance of APM Risk Management Framework.
- Apply the framework to identifying, evaluating and minimising risk exposure for APM.

Task Types

There cannot be a definitive list of tasks which might be performed by the Physiotherapist however the following collation is indicative of task types:

- Assessment and treatment of APM clients.
- As far as possible completing timely and accurate clinical notes
- Assist Physiotherapy PD Coordinator in implementing a regular IST programme
- Liaise in timely fashion with referrers and maintain a constant flow of information to referrers and third parties
- Develop a comprehensive handover with other staff members when transferring the care of patients
- Liaise with admin staff in a professional and courteous manner

Reporting Relationships

Reports to the Practice Manager.

External Relationships

The Physiotherapist will communicate with external providers such as supplier of goods and services, legal advisor, insurer, APA, referrers, governing bodies as required or as directed by the Practice Manager.

Performance Evaluation

Participate in Performance Evaluation with the Physiotherapy PD Coordinator every 6 months, on termination and/or on request.

Selection Criteria

- Bachelor Degree in Physiotherapy or equivalent studies as assessed by the Australian Physiotherapy Council and approved by AHPRA for registration

- Current registration with AHPRA
- Knowledge of best practice in private physiotherapy customer service delivery.
- Good written, and interpersonal skills
- Demonstrated ability to liaise with managers, clinical and administration staff, service providers, and consumers
- Commitment to continuing education
- Experience with Health Promotion and marketing of physiotherapy services

Personal Skills

The Physiotherapist will have

- Team skills
- Motivation and initiative
- Conflict resolution and negotiation skills
- Verbal and written communication skills

Experience

Experience in the provision of physiotherapy services is desirable.

Employee Signature:	_____
Practice Manager Signature:	_____
Date:	_____

Written July 2013
Reviewed
Revised