



Position Description

| Position Identification | | | |
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| Position Title: | Podiatrist | | |
| Direct Reports | 0 | Indirect Reports: | 0 |
| HRIS Position Number: | 1058 | Effective Date: | September 2017 |
| Location: | Bell Street, Coburg and other Merri sites dependent on client demand | | |
| Scope of Practice: | Not Applicable | | |
| Delegation of Authority: | Refer to Delegation of Authority Policy | | |
| Agreement/Classification *For HR use only | Victorian Stand Alone Community Health Centres Allied Health Professionals Agreement 2021 – 2022 <ul style="list-style-type: none"> Podiatrist, Grade 2 | | |
| Organisational Context | | | |
| Divisional: | Aged & Primary Care | | |
| Program: | Aged Care | Unit: CHSP Wellness | |
| Organisational Chart | <pre> graph TD GM[General Manager Aged & Primary Care] --> M[Manager Aged Care] M --> TL[Team Leader CHSP Wellness] TL --> P[Podiatrist] </pre> | | |
| Position Summary | | | |
| <p>Podiatrists funded under the Commonwealth Home Support Program (CHSP) are responsible for providing assessment and management for clients 65 years and older (50 years and older for Aboriginal and Torres Strait Islander people).</p> <p>The CHSP program is underpinned by a wellness approach, which focusses on clients’ strengths, is goal oriented and aims to maximise independence and autonomy. The CHSP also embraces principles of enablement and restorative care which are time limited and goal oriented approaches that help clients adapt to a functional loss and/or address a particular deficit.</p> <p>The podiatrist will undertake the general duties of a Grade 2 podiatrist working in the health service. The position will involve working in a multi-disciplinary environment, sharing knowledge with other service providers and making appropriate intra and inter agency referrals.</p> | | | |
| Position Accountabilities | | | |
| Responsibilities | <ul style="list-style-type: none"> General treatment, orthotic prescription, nail surgery and diabetic assessment and education Wound and ulcer management | | |



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| | <ul style="list-style-type: none">• Biomechanical assessment and management of musculoskeletal disorders of the lower limb• Assessment and management of neurological and circulatory conditions of the lower limb• Ensure health education is a significant component of each client contact• Podiatry student placement planning, supervision and feedback• Liaise with Team Leader on any clinical issues within the Podiatry service to Liaise with Team Leader and clinical support lead on any clinical issues within the Podiatry service• Provide 1:1 clinical support in Podiatry and facilitate Podiatry clinical meetings bi-monthly• Ensure the Podiatry service policies and practices are up to date with professional clinical practice• Provision of high quality, evidence based services for all clients consistent with accepted professional and organizational policies and procedures.• Ensure that services are provided in a manner respectful of the languages, literacy levels, cultural beliefs and practices of our clients.• Accurately record data as required by agency and funding bodies, and ensure timely follow up on data quality reports as requested by the Team Leader.• Support Aged Care program staff in facilitating multidisciplinary student placements.• Support and supervise the practice of Allied Health Assistant staff (if required)• Provision of high quality, evidence based services for all clients consistent with accepted professional and organizational policies and procedures.• Ensure that services are provided in a manner respectful of the languages, literacy levels, cultural beliefs and practices of our clients.• Adhere to the Organisational and Program policies and procedures.• Support and supervise the practice of Allied Health Assistant staff (if required)• Participate in project work in conjunction with other relevant health professionals.• Participate in relevant networks and forums and maintenance of links with key external agencies.• Undertake professional development activities to maintain and enhance skills.• Participate in development of annual work plan and ensure activities are carried out as outlined.• Attend service unit meetings, staff meetings and other organisational meetings as required.• Contribute to a positive culture within the Aged Care program and foster a multidisciplinary approach to client care.• Undertake an active learning approach to maintain and enhance professional skills.• Utilise self-reflection, supervision and client feedback to identify and address individual training and development needs, particularly with regards to clinical skills development. <ul style="list-style-type: none">• Maintain and enhance professional knowledge and technical skills by keeping |
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| | <p>up to date with new developments and relevant trends.</p> <ul style="list-style-type: none"> • Undertake any reasonable additional tasks as directed by Merri Health. • Ensure compliance with all relevant legislation, funding guidelines, service standards and contractual obligations. • Practice complies with AHPRA and delegated scope of practice. • Undertake any reasonable additional tasks as directed by Merri Health. |
| Safety and Risk | <p>Occupational Health & Safety (OHS)</p> <ul style="list-style-type: none"> • All employees have a duty to take reasonable care for the health and safety of themselves and others affected by their actions at work, and to comply with Merri Health's OHS Frameworks. <p>Physical Inherent requirements (PIR)</p> <ul style="list-style-type: none"> • Involves sedentary tasks requiring a low level of physical activity and alternation between seated and standing positions • Incorporates computer based activities, where employees are required to maintain a slight to moderate degree of cervical flexion for periods of several minutes at a time, occasionally sitting for periods in excess of 20 minutes • Sound upper limb joints, with the ability to withstand repetitive upper limb activity • May be required to occasionally lift and carry items weighing up to 10kgs <p>Quality & Risk</p> <ul style="list-style-type: none"> • Be proactive in risk identification, notification and management. • Comply with Merri Health's policies and procedures • Participate in quality improvement activities and engage clients in these activities when relevant. <p><i>Merri Health is an equal opportunity employer and committed to ensuring a safe environment for children and young people. We encourage individuals of diverse backgrounds including but not limited to those from the Aboriginal and Torres Strait Islander, Culturally and Linguistically Diverse and the GLBTIQ community to join our workforce.</i></p> |
| Capabilities | <p>All employees are expected to align their behaviours and utilise capabilities (or 'soft skills') in line with our organisational values and the level of responsibility of the position. The capabilities for this position can be found within Merri Health's Capability Matrix.</p> |
| Key Selection Criteria | |
| Essential | <ul style="list-style-type: none"> • Degree qualified in Podiatry • Demonstrated commitment to Merri Health values and philosophy and capacity to engage in the enhancement of Merri Health culture in meeting organizational objectives. • Experience using a computer database. • The ability to work effectively within a team setting. • Commitment to learn community health principles in general, and the role of the community health podiatrist in particular. • Commitment to continuing education and career development |
| Desirable | <ul style="list-style-type: none"> • Experience in working with a community health environment. • Relevant second language. • Commitment to continuing education and career development |



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| Checks, Licences and Registration | <ul style="list-style-type: none">• Current AHPRA registration• Current National Police Check• A current Driver's Licence• Immunisation Category A• Statutory Declaration |
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