



Position Description

Position Details

Position Title	Director of Medical Services (DMS)
Position number	029
Department / Division	Clinical Services
Salary Range (Optional)	Negotiated Contract
Employment Type	Ongoing / 0.4FTE
Work Location	Darwin, Northern Territory
Reports to	CEO
Reporting lines	General Practitioners
Organisation link	https://redlily.org.au/

Primary Objective

A key focus of the role includes providing the Executive and the Board with advice on strategic planning and implementation of medical services. The DMS will share leadership of the Red Lily Health Clinical Governance Framework including high level support to all Red Lily Health Clinicians. The DMS leads the delivery of medical services in the West Arnhem communities.

About The Team

The position is an Executive role and part of the Red Lily Primary Health Care team that provides primary health care in the West Arnhem region (including homelands). Coordination with other communities and teams within Red Lily and beyond will be necessary to ensure that the communities receive high quality services and achieve optimal outcomes. You will be required to work closely with the Director of Primary Healthcare in implementing the Red Lily primary healthcare service model.

Responsibilities

1. Co-lead the implementation of the Clinical Governance Framework at Red Lily Health.
2. Co-lead investigation, evaluation and resolution of reported clinical incidents.
3. Work with and provide leadership to Primary Health Care Clinical Governance Group.
4. Promote coordinated, evidence-based and best-practice Primary Health care.
5. Provide General Practitioner services to West Arnhem communities as negotiated with regard to capacity and organisational requirements.
6. Contributes to the development of policy and procedure that supports the implementation of clinical governance, best practice and clinical service delivery.
7. Contribute to the implementation of the Red Lily Health quality management system.
8. Proactively liaise, advise and assist in the recruitment, development and retention of RLHB medical workforce.
9. Provide clinical leadership including recruitment, credentialing and supervision of medical staff.



10. Take a lead role in the clinical advocacy related to NT Hospitals, Specialists and Medical Primary Healthcare colleagues.
11. Provide medical support and advice to RLHB clinical staff.
12. With the relevant provider, manage the placement and, if necessary, supervision of Registrars, Junior Doctors and Medical Students.
13. Monitor Medicare income and actively support the development of systems to maximise billing.
14. Other duties related to clinical leadership as required.

Organisational Responsibilities

1. Encourage immediate reporting of any situation that could harm individuals, the environment, or affect client services.
2. Motivate team members to share ideas for enhancing service quality and reducing risks.
3. Assist in meeting relevant key performance indicators linked to Red Lily operational and strategic plans.
4. Adhere to all organisational policies, procedures, standards and practices e.g., Information and records management, confidentiality.
5. Complete and participate in regular formal and informal performance feedback and improvement sessions.
6. Represent and promote Red Lily Health's vision values.
7. Act as a role model for staff and clients.
8. Other duties as required, consistent with skills and experience, as directed by the Line Manager.

Selection Criteria

Essential

1. Eligible for full registration with the Australian Health Practitioner Registration Agency (AHPRA) as a Medical Practitioner.
2. Vocational Recognition through Fellowship with either the Royal Australian College of General Practitioners (RACGP) or the Australian College of Rural and Remote Medicine (ACRRM).
3. Experience in leadership and coordination.
4. Effective communication (oral and written) and interpersonal skills, including the ability to operate in a cross-cultural environment.
5. Ability to provide clinical services across the remote areas within the West Arnhem region.
6. An understanding of and commitment to the principles of continuous quality improvement.
7. An understanding of how the principles of Equal Employment Opportunity and Work Health and Safety applies to the delivery of primary health care services.
8. Demonstrated computer literacy, particularly in the use of electronic health record.
9. Ability to travel to remote areas for periods of time by road and light aircraft.
10. NT Ochre Card and Criminal History Clearance.
11. Full rights to work in Australia.

Desirable

1. Previous experience working in a remote health environment.