

Position Description

Position Title:	Speech Pathologist
Reports to:	Manager - Community Health Programs
Department:	Community Health
Directorate:	Community Care & Mental Health
Cost centre:	L0106
Code & classification:	Grade 2 (VW1 – VW4)
Employment conditions:	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021 – 2026 and its successors, and GV Health Policies and Procedures (and as varied from time to time)

GV Health is an equal opportunity employer and continually strives to build a diverse, equitable and inclusive workforce that reflects our community. We encourage applications from people of all backgrounds.

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required. GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

POSITION SUMMARY

The Community Health Programs operate from GV Health's Corio Street campus and include Community Health and Self-Management Support services. The programs provide a range of services to consumers living in the Goulburn Valley region. Community Health services include: Dietetics, Healthy Mothers Healthy Babies Outreach Program, Paediatric Occupational Therapy, Physiotherapy, Podiatry, Sexual Health Nursing and Paediatric Speech Pathology. The Self-Management Support service provides health coaching for early intervention in chronic disease with a particular focus on Quit nicotine coaching and individual or group programs which address self-management principles such as nutrition, physical activity, medication compliance, emotional health and connection to support services.

The Community Health Programs are funded by the Victorian Government to provide high quality coordinated care and integrated service provision. The principles that underpin community health service provision include that care is person-centred, culturally responsive, evidence based, goal directed, reflects a team approach, builds self-management capacity, promotes health literacy, is provided early and promotes health and wellbeing.

The Community Health Speech Pathologist reports directly to the Community Health Programs Manager. The role is responsible for the planning, implementation and evaluation of Speech Pathology services, predominantly for young children (up to 6 years of age) and their families, referred to Community Health with a variety of speech, language, communication, and feeding and swallowing difficulties. The Speech Pathologist will ensure that interventions chosen are effective and based on best available evidence, and will liaise closely with other key stakeholders across a range of internal and external service providers to facilitate a collaborative approach to service provision and positive consumer outcomes. Service delivery may be in the form of individual assessment and therapy blocks, joint sessions with another allied health discipline (such as occupational therapy) or in group programs.

The Community Health Speech Pathologist, along with other Community Health positions, will also take part in quality improvement and service development activities.

The position amongst others is responsible for promoting GV Health as a quality regional health service provider.

RESPONSIBILITIES AND DUTIES

The following duties are inclusive of but not limited to

- Provide Speech Pathology assessment, therapy and management for consumers referred to Community Health with speech and language difficulties, feeding and swallowing issues and other communication-related conditions.
- Manage complex and varying consumer presentations, and offer referral to alternate/specialist services if the consumer's needs are greater than what can be provided.
- Plan, co-facilitate and review paediatric group programs.
- Collaborate with other clinicians in the Community Health team and external service providers to facilitate integrated care and positive consumer outcomes
- Provide timely and professional reports and letters to other stakeholders involved in the consumer's care (such as GPs, Paediatricians, other medical specialists, Maternal and Child Health Nurses, carers and kindergarten/school staff)) to facilitate coordinated care.
- Provide direction and supervision for Team Assistants in the organisation, administration and implementation of group programs and other Community Health Speech Pathology services.
- Complete all statistics, data entry and administrative tasks in a timely manner to comply with Community Health's data reporting requirements.
- Perform timely triage of Community Health Speech Pathology referrals and wait list management in collaboration with other team Speech Pathologists.
- Monitor active consumer lists regularly to ensure timely review and appropriate discharge.
- Provide supervision and mentoring for less experienced Community Health Speech Pathology staff to continually improve clinical and non-clinical skills in the area of Speech Pathology.
- Coordinate and provide clinical supervision for Speech Pathology student placements and participate in broader Community Health student placement programs.
- Participate in quality improvement activities relating to the Community Health Speech Pathology service and the program as a whole.
- Attend team meetings and participate in all other required meetings/groups as directed by the Manager.
- Communicate any issues with the Manager as they arise and use collaborative problem-solving methods to provide solutions for any such issues.

1. Provide quality and safe clinical care for consumers

- Ensure consumers, families/representatives or carers are provided with timely information and are involved in decision making about their care planning and treatment
- Accept accountability for own actions and seek guidance when a situation exceeds experience and/or knowledge
- Uphold and protect consumer rights, maintain strict confidentiality and continually practice to the principles of open disclosure
- Comply with best practice healthcare standards, legislation, and GV Health's Clinical Governance Framework and clinical practice guidelines
- Consumer feedback and complaints are responded to appropriately to ensure that issues are resolved and quality and safe clinical care is provided
- Maintain accurate and current clinical records ensuring documentation meets professional and legal standards
- Promptly report vital consumer observations that are outside the normal range as per clinical guidelines

- Ensure an effective discharge from hospital or services that reflects the needs of the consumer.
- 2. Develop and maintain collaborative relationships with all disciplines**
 - Collaborate and communicate with all members of the health care team to achieve desired consumer outcomes
 - Respect the decisions and actions of others
 - Contribute to interdisciplinary team meetings and clinical education sessions to facilitate consumer care goals.
 - Supervise and provide direction to Team Assistants, with recognition that the Speech Pathologist is responsible for Team Assistant's work (where completed as directed) with Speech Pathology consumers.
 - 3. Support and participate in evidence-based programs to evaluate and improve the quality of consumer care and outcomes**
 - Maintain current knowledge of clinical practice
 - Actively participate in identifying where improvements can be made to the quality of consumer care
 - Participate in clinical audits, research, process redesign and accreditation against healthcare standards to ensure ongoing clinical practice improvement and the quality of consumer care.
 - 4. Commit to ongoing professional development of self, other employees and the profession**
 - Maintain and demonstrate regulated clinical skills and competencies by undertaking professional development and completing mandatory training as defined by GV Health and the Community Health program
 - Undertake credentialing and review of scope of practice and work within these
 - Improve performance through supervision, reflective practice and by seeking feedback, setting goals and participating in annual performance reviews
 - Support the development of others by acting as a resource to colleagues and participating in orientation and precepting of new employees and supervising students
 - Provision of appropriate supervision to less experienced clinical employees
 - Participate in committees and professional groups and disseminate relevant information to other health care professionals.

KEY SELECTION CRITERIA

Formal Qualification(s) and Required Registration(s):

- Bachelor of Applied Science (Speech Pathology).
- Member of Speech Pathology Australia (SPA) and the SPA professional self-regulation program.

Essential:

- Excellent knowledge and skills in the assessment and provision of therapy and advice/education for the treatment of speech and language conditions, along with feeding difficulties, in predominantly paediatric consumers.
- Knowledge of evidence-based approaches to Speech Pathology and the ability to apply these to consumer care.
- Understanding of how service delivery can be impacted by rural or regional location of consumers, and a commitment to delivering care in line with the principles of Community Health, including recognition of the social determinants of health.

- Knowledge of the service system, and ability to liaise and advocate across the full spectrum of health and community services.
- Excellent interpersonal, written and verbal communication skills, including computer literacy and the ability to produce well-written reports.
- Ability to work collaboratively as an individual practitioner within a multidisciplinary team environment including the ability to initiate and maintain effective professional relationships.
- Proven organisational and time management skills with an ability to prioritise and manage a diverse caseload.

Desirable:

- Knowledge and/or experience in delivering services to individuals and families from Aboriginal and Torres Strait Islander backgrounds, people from culturally and linguistically diverse backgrounds, and individuals from socially disadvantaged backgrounds.

KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
- Development and maintaining of collaborative relationships with all other teams and professionals;
- Promoting and enabling of efficient teamwork and service provision both within the department and/or organisation and with other service providers;
- Ability to contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
- Registration/professional association membership is maintained and working within scope of practice
- Services are provided in accordance with the Community Health Integrated Program Guidelines
- Expected service delivery target (hours) is met
- Statistics, data entry and clinical documentation are completed accurately and within required timeframes
- Attendance and active participation at meetings as required
- Participation in quality improvement activities
- 100% compliance with core competencies and training requirements as outlined in the GV Health Education Framework and Community Health Programs
- Active participation in the Performance and Development review process
- Adherence to the Speech Pathology Australia (SPA) Code of Ethics.

AT GV HEALTH ALL STAFF ARE REQUIRED TO

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
- Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines;
- Development and maintaining of collaborative relationships with all other teams and professionals;
- This role may from time to time deal with distress, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. GV Health staff are

required to comply with all safety related training, look after the safety and well-being of themselves and each other, and actively foster a safe working environment;

- Maintain a safe working environment for yourself, your colleagues and members of the public;
- Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce;
- Contribute to organisational quality and safety initiatives;
- Observe and comply with child safe principles, standards and expectations of appropriate behaviour toward and in the company of children;
- Complete the mandatory training requirements as defined by GV Health and actively engage in the Performance Development Review process;
- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public;
- Seek internal customer or consumer feedback and respond accordingly to identify areas of needs;
- Comply with requirement of National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements;
- Comply with the principles of patient and family centred care;
- Not smoke or vape on GV Health premises;
- Comply with immunisation requirements as per the Department of Health Victoria;
- Comply with all applicable to position pre-employment checks, which may include but is not limited to; police checks, working with children's check (WWCC), National Disability Insurance Scheme (NDIS), Aged Care screening requirements.

ACCEPTANCE:

I acknowledge and accept that this Position Description represents the general outline of duties, responsibilities and accountabilities that are expected of me in my employment in the position, and may not encompass every aspect of the position. I understand that The GV Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

I acknowledge and accept that I must complete and maintain all relevant pre-employment screening and checks for successful employment.

I acknowledge and accept that that I have read and fully understand this Position Description. I agree that I have the ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.

I acknowledge I will be required to undertake the duties as set out in the position description (and any other duties as requested in accordance with my skills and experience) to the best of my ability and, at all times follow lawful direction.

By accepting the contract of employment, I am agreeing to duties and obligations within the Position Description.

Community Care and Mental Health

Manager Community Health Programs

Reviewed by:

Kate Fagan

Issue Date:

March 2025

ABOUT US

Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional satellite sites are also located in Shepparton, Seymour, Benalla, Cobram, Echuca and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services.

OUR PURPOSE

To significantly improve the health and wellbeing outcomes and experiences of the people and communities in our care.

OUR VALUES

GV Health's culture centres around our CREATE values and behaviours. Through these values and behaviours we commit to delivering ongoing quality healthcare for our community:



GV Health Vision and Values: [Values and Vision - GV Health](#)

OUR STRATEGIC PLAN

The Goulburn Valley Health Strategic Plan 2024-2026 provides the direction for GV Health with our five strategic pillars being:

- Health and Wellbeing Outcomes: Improve health and outcomes for the population in our region
- Community and Consumer Experience: Ensure everyone has an outstanding personalised experience
- Our Staff Experience: Our people feel connected, supported, safe and well
- Responsible Workplace: Be sustainable and efficient
- Health Equity: Embrace differences in how we design and deliver healthcare

GV Health Strategic Plan: [Strategic Plan 2024-2026 - GV Health](#)

FOR MORE INFORMATION

Application tips: [Application Tips - GV Health](#)

GV Health: <https://www.gvhealth.org.au/about/>

Child Safety and Wellbeing: [Child Safety and Wellbeing - GV Health](#)

Living in Goulburn Valley: [Goulburn | Regional Living Victoria](#)

GV Community Connector: [Community Connector Program for Businesses](#)