

# Position Description

<b>Position Title:</b>	Senior Hand Therapist
<b>Reports to:</b>	Occupational Therapy or Physiotherapy Manager(s)
<b>Department:</b>	Occupational Therapy or Physiotherapy
<b>Directorate:</b>	Community Care & Mental Health
<b>Cost centre:</b>	N3002, N2702
<b>Code &amp; classification:</b>	Physiotherapist, Grade 3 (VB7-VC1), Occupational Therapist Grade 3 (VG3-VG6)
<b>Employment conditions:</b>	Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026 and its successors and GV Health Policies and Procedures (and as varied from time to time)

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**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).

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## POSITION SUMMARY

The Senior Hand Therapist is responsible for providing patient centred care in the area of hand therapy, and they may be an Occupational Therapist or Physiotherapist, and as such will report directly to their respective department manager.

They will oversee service provision for patients referred from GV Health inpatient wards, outpatients, the emergency department and specialist consulting suites. The service also accepts referrals from metropolitan hospitals for management of patients post-operatively.

The Senior Hand Therapist will facilitate the triage, assessment and treatment of patients referred to the GV Health Hand Therapy Clinic and will perform a leadership role in the provision, development and evaluation of evidence-based hand therapy services at GV Health.

They will work to achieve maximal operational effectiveness, to develop organisational competencies and guidelines, and supervise appropriate junior occupational therapy and physiotherapy staff undertaking hand therapy interventions, to ensure organisational service needs are met in a timely manner by appropriately skilled staff.

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## RESPONSIBILITIES AND DUTIES

**The following duties are inclusive of but not limited to**

- Provide contemporary evidence-based therapy to clients including splinting, casting, exercise for regaining movement and strength, scar management and wound care
- Provide clinical leadership in maintaining an evidence and outcomes-based service in hand therapy
- Lead service improvement initiatives, including the development of clinical competencies, procedures and guidelines for safe and effective practice

- Provide guidance, support, supervision and ongoing education of junior hand therapy staff working in hand therapy clinics
- Ensure therapeutic interventions are delivered in a timely manner for optimal patient outcomes
- Oversee positive effective professional relationships with the orthopaedic and other relevant departments at GV Health
- Contribute to the development of the service, including completion of relevant organisational documentation for safe and effective practice.
- Assist the organisation in achieving clinical effectiveness by developing and providing the appropriate systems, information or services to clinical areas
- Participate in and contribute to multidisciplinary team meetings
- Other duties as directed by the Manager, for the efficient and effective running of the service
- Ensure sound financial responsibility and accountability across functions under your control and implement strategies to ensure financial targets and KPIs are met

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## **KEY SELECTION CRITERIA**

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

- Bachelor of Occupational Therapy / Physiotherapy (or equivalent)
- Current registration with the Australian Health Practitioner Regulation Agency as an Occupational Therapist or Physiotherapist

### **Essential:**

- Extensive clinical experience and expert knowledge regarding evidence-based hand therapy service provision
- Sound understanding of contemporary professional practice in hand therapy, including person-centred care, optimising patient outcomes and safe clinical practice
- Robust understanding of the clinical supervision process and experience in the provision of mentoring, coaching and supervision of clinicians, including Grade 1 and Grade 2 Occupational Therapy and Physiotherapy staff and/or students
- Demonstrated skills and experience in the implementation and evaluation of evidence-based practice
- Demonstrated ability to evaluate clinical outcomes and monitor service delivery including relevant KPIs
- Experience in developing competencies, procedures and guidelines for the ongoing development of the hand therapy clinic
- Proven ability to effectively manage and negotiate innovative solutions to complex problems
- Excellent communication and interpersonal skills, including the ability to liaise with a wide range of internal and external providers at all levels

### **Desirable:**

- Minimum 7 years clinical experience as a physiotherapist or occupational therapist in relevant healthcare settings
- Relevant post graduate study in Hand Therapy Practice (or working towards)
- Membership of relevant associations such as Australian Hand Therapy Association, Occupational Therapy Australia (OTA) or Australian Physiotherapy Association (APA)
- Previous participation in clinical research activities
- Proficiency in a language other than English

## 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;
- Registration is maintained and working within scope of practice
- 100% compliance with core competencies and training requirements
- Waiting list for hand therapy is effectively triaged and managed to ensure patient needs are met within agreed timeframes
- Active participation in the Performance and Development Review (PDR) process
- Active participation in the clinical supervision process
- Undertake student supervision as required
- Attendance and active participation at meetings as required
- Stats & data reporting is completed within agreed timeframes
- Completion of correspondence to service providers to communicate patients plans and outcomes
- Development and maintenance of evidence-based clinical practice guidelines or procedures
- Development and maintenance of appropriate competency framework in the hand therapy and outpatient area
- Ensure organisational cost savings and improve patient flow through the timely and safe application of orthoses and splints
- Development and maintaining of collaborative relationships with all other teams and professionals;

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## 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 position pre-employment checks that are relevant to the role, which may include but is not limited to; police checks, Working with Children's Check (WWCC), National Disability Insurance Scheme (NDIS) and Aged Care screening requirements;
- In this role you may occasionally interact with distressed, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. All 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.

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## 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.

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Community Care & Mental Health	Senior Hand Therapist
<b>Reviewed by:</b>	Physiotherapy Manager, Occupational Therapy Manager
<b>Issue Date:</b>	August 2025

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## 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.

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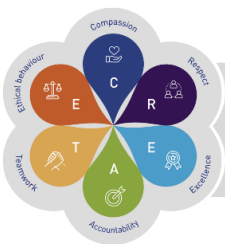
## OUR PURPOSE

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

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## 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:



COMPASSION  
RESPECT

EXCELLENCE  
ACCOUNTABILITY

TEAMWORK  
ETHICAL BEHAVIOUR

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

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## 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](#)

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## 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](#)