

POSITION VACANT
Full-Time Community Medical Practitioner

A highly attractive remuneration package including base salary between 355k and 409k

Additionally, a range of benefits to significantly increase the value of your overall remuneration package

The Nunyara Aboriginal Health Service is an RACGP clinically accredited service that provides culturally appropriate comprehensive primary health care, health promotion and education programs for the Aboriginal Community in Whyalla. We turned 21 in 2023! On a 5-year average between financial years 2019-2020 and June 2024 we provide clinical services annually to 1258 Aboriginal and 341 non-Aboriginal people.

Nunyara is looking to attract the services of a full-time Community Medical Practitioner to join our team of Aboriginal Health Practitioners & Workers, visiting General Practitioners, Nurses, Allied Health professionals and visiting specialists.

Over the past 4 – 5 years Nunyara has experienced rapid growth in patient numbers and has attracted new professionals to provide additional services to our community. Nunyara employs a visiting Paediatrician, Loss and Grief Counsellor, Optometrist and Pharmacist. Our clinic also regularly hosts visiting external specialists such as a Respiratory Physician and Nurse, Podiatrist, Dietician and Physiotherapist, Occupational Therapist, ENT and Audiologists, Psychologist, Speech Pathologist. There are also more exciting times ahead for our service as we have been funded just over 5M for a clinic renovation which will occur in 2025. We are NDIS registered and have an Integrated Care Team providing disability, aged and case management services to our community.

Nunyara is proud to be an Aboriginal Community Controlled Health Service on Barngarla land, with a Board, CEO, Finance and Administration Staff, IT staff and also specialist health staff trained in areas such as chronic care, sexual health, ear and eye health, immunisation. We are committed to teaching and learning, recently employing 2 Trainee positions, and hosting 5th year medical students from Adelaide University. We have 3 regular part time FIFO GP's.

Nunyara are the current chair of The South Australian West Coast ACCHO Network (SAWCAN), which is a partnership of five Aboriginal Community Controlled Health Organisations (ACCHOs) including Nunyara Aboriginal Health Service, Port Lincoln Aboriginal Health Service, Yadu Health Aboriginal Corporation, Tullawon Health Service and Oak Valley Health. Together, the five member ACCHOs provide comprehensive primary health care to over 5,500 Aboriginal people living in regional and remote South Australia from Whyalla to the Western Australia border (approx. 1,300km geographical distance). SAWCAN is not a separate entity but a collaborative effort of five distinct and individual ACCHOs who have set up a regional operational body in which we undertake collective projects, support and advocacy. SAWCAN is a practical expression of self-determination – the partnership occurred organically, meaning it was not something forced by Governments, or the outcome of a project or program. SAWCAN focuses on improving Aboriginal health through three main areas:

1. Building local capacity - SAWCAN works to empower our Organisations by providing the skills and training necessary to implement various services and programs, including aged care, disability services, and maternal and child health programs.
2. Advocacy - SAWCAN advocates to state and federal governments on regional matters, as directed by the governing Board of SAWCAN. This ensures that the unique needs and challenges of our communities are recognised and addressed at a policy level.
3. Regional coordination - SAWCAN provides coordination of programs across the region, ensuring that services are delivered efficiently and effectively to those who need them most

This position would require the incumbent to work from 8.30am to 5pm Monday to Friday. Nunyara will pay this position an 'offsite admin allowance' for up to 5 hours per week. This is to ensure our staff are at home with their families at a reasonable hour, a wellbeing and work health and safety strategy.

Ideally, but not essentially, this position could provide hospital inpatient services to Nunyara clients, negotiable of course. The Whyalla Hospital is located 10 – 15 minutes from Nunyara's premises and provides an Emergency Department (There is no 'Emergency Department roster'), General Medical/Surgical facilities, OBS/Gynae, Chemotherapy, cancer support, palliative care, renal dialysis, orthotics, allied health, respiratory service, EEG, Jones & Partners radiology, SA Pathology, Covid-19 testing, and Mental Health Unit.

An attractive salary is available with the flexibility to either work as an employee of Nunyara or as a contractor under an ABN (where super is still paid). Other benefits include a vehicle allowance and rent subsidy, Family Ambulance Cover (if not already covered), free access to Employer Assistance Program for incumbent and immediate family, 10 days study leave, 5 weeks Annual Leave. Nunyara is committed to providing a healthy workplace that values and enhances the physical and mental health and wellbeing of all workers, and we have an internal Health and Wellbeing Committee that focusses on developing interventions, modifying work practices, procedures and the environment to support and enhance the health and wellbeing of all employees. Additionally, each year Nunyara shuts the service to consumers for a week of mandatory training and team building. At Christmas we close for around 10 days.

The incumbent must be vocationally registered as a GP and demonstrate a commitment to working with Aboriginal and Torres Strait Islander communities and, as a member of a multi-disciplinary team, apply primary health care principles and health promotion services to address the health needs of the community.

Whyalla is the third largest city in South Australia with a large central shopping centre, recreational facilities such as parks, playgrounds, swimming pool, gyms, bowling alley, cinema, along with many quality restaurants and cafes. Whyalla is a sporting hub with many sports available to participate in, and our beach and foreshore is a safe swimming beach with kayak hire, boating and fishing clubs and a brand new 'round' jetty. The world-famous cuttlefish aggregate each year just a 20-minute drive away at beautiful Point Lowly.

A job description is available by visiting www.nunyara.org.au/careers, or for further information contact Cindy Zbierski, CEO or Deb Hanley, Practice Manager on (08) 8649 9900. An immediate start is available, please send a resume to Admin@nunyara.org.au to register your interest in this exciting opportunity.

Essential Criteria:

- Vocationally Registered (VR) General Practitioner
- Unconditional registration with APHRA / Medical Board of Australia
- The applicant will be a Fellow of the RACGP or ACCRM (RACGP Minimum requirement)
- Enjoys working as part of a multidisciplinary team
- Keen to make a difference for health and well-being of Aboriginal and Torres Strait Islander communities.
- Up to date with seasonal flu and COVID-19 vaccinations

Aboriginal health is suited to doctors who enjoy:

- Practicing within a holistic care model
- Working within a multidisciplinary team environment

- Managing complex and challenging clinical cases
- Using a wide range of clinical skills and expertise
- Developing new skills

This position presents a unique opportunity for a dedicated and motivated General Practitioner to work in true diversity, manage patients with complex and challenging needs and achieve your own personal satisfaction and community recognition.

Nunyara Aboriginal Health Service is steadily growing and expanding services. On a 5 year average since 2019-2020, we are registering and consulting with 20 new Aboriginal patients each month.

We have a fantastic team of committed and enthusiastic professionals - Aboriginal Health Workers and Practitioners, Nurses, Midwife, Reception and Administrative staff, disability and Elder Care programs and Multi-Disciplinary Support including, Podiatrist, Dietician, and they are all keen to support you to improve health outcomes in our Community. We are currently seeking a Diabetes Educator, Endocrinologist and Psychiatrist.

Whyalla is in a RA 3 (Remoteness Area) Location (outer regional) and is considered to be within a district of workforce shortage for GP's.

There are plenty of exciting opportunities in Whyalla that makes it a great place to live if you are single or have a family. For example:

- We have a great beach and facilities at the foreshore - like a cafe, adult exercise equipment, BBQ's and big shady trees over super greened lawn areas. Our foreshore is disability friendly and we have carnival rides, vintage car shows and the 'Unearth' festival
- A choice of fantastic private and public schools - we have six public junior primary schools, a brand new 100M\$ secondary college, Sunrise Christian School, Samaritan Catholic College from reception to year 12 at three campus locations. Our High Schools, both public and private have consistently delivered students with great ATAR scores who have gone on to further their education at the local University of South Australia Campus here in Whyalla or Universities in Adelaide
- The University of SA Whyalla campus offers Foundations Studies, Business, Early Childhood Education, Primary Education, Engineering, Nursing and Social Work
- Whyalla Hospital has recently undergone an 85M redevelopment making Whyalla the cancer hub for the region. We have a state-of-the-art Renal Unit, Resident General Surgeon, Orthopaedic Surgeon, Consulting Physician, Psychiatrist. You will be supported by a range of visiting specialists including the fields of Cardiology, Urology, Oncology/Haematology, Obstetrics and Gynaecology, Rheumatology, Endocrinology to name a few. We have a local pathology service located at the hospital and also a private service. Our radiology department has a MRI scanner and up to date services covering all aspects of radiology
- Close to Adelaide - only 30 minutes by plane (daily flights via Qantas), and around 4 hours by car
- Weekend 'getaways' – travel down the coast to Port Lincoln or Coffin Bay, or Cowell is only 100km for those famous oysters and the Spencer Gulf Ferry
- There is an abundant number of sporting, recreational and social clubs in Whyalla open to all age groups including a Recreational Centre and Golf Course
- We have a modern education and cultural precinct including Uni SA, Middleback Theatre, and a TAFE

- Our shopping centre is the largest country retail centre outside of Adelaide and has a huge variety of shops both locally owned and nationally run chain stores
- Whyalla is a diversely cultural city with over 30 countries represented and we have a range of places of worship

We are offering:

An outstanding remuneration package that includes a generous 20% premium from Nunyara, on top of the standard Medical Practitioners Award (MA000031) rate. This enhancement brings the base salary range to a highly competitive \$308,580 to \$360,048 FTE (based on skills and experience in the sector), with flexibility for negotiation to suit the right candidate.

- ✔ \$308,580 to \$360,048 FTE per annum fixed salary
- ✔ Nunyara pays 20% on top of award rate

Additionally, a range of benefits to significantly increase the value of your overall remuneration package including:

- ✔ Offsite admin allowance up to 5 hours per week (\$740 – \$865)
- ✔ Generous salary packaging available through CBB
- ✔ Super on top of salary @ 11.5%
- ✔ Public holidays as paid days off
- ✔ Vehicle allowance \$125 per week
- ✔ Rental subsidy up to 30K per annum
- ✔ Relocation Assistance (once off) up to 5K
- ✔ Annual leave - 5 weeks per annum (25 days)
- ✔ Paid study leave - 2 weeks per annum (10 days)
- ✔ Ambulance Cover
- ✔ Access to Employee Assistance Program
- ✔ 2 - 5-year contract

What do we expect from you?

- To have a good understanding of health issues affecting Aboriginal people and the principles of Primary Health Care
- Have a good understanding of Aboriginal Culture and Cultural sensitivities
- To be credentialed with CHSA/SA Health with patient admitting rights (or willingness to become credentialed within 4 months)
- Patient contact in clinic 9am to 5.00pm Monday to Friday, 30 minutes appointments allocated
- Ability to deal with patients with complex needs, chronic disease, and develop care plans and team care arrangements
- Must be VR (vocationally registered)
- To work with, provide education and training, and delegate responsibility to Aboriginal Health Practitioners/Workers, Nurses, and other support staff

- Excellent communication skills and ability to negotiate and use initiative to resolve issues to achieve best outcomes for patients
- To advocate for improved services for the Whyalla community
- Have a good degree of computer literacy – our health records and organisational documentation is computerised
- Willingness to participate in professional development activities and participate in clinic meetings
- Participate in Clinical Governance and Accreditation Activities
- Provide HPOS delegation to senior key staff

If you want to embed yourself in a regional community where people have real needs and put your skills to practice and deal with a range of challenges, then get away from the stresses of mainstream practice and join our team.

At Nunyara you'd frequently be working independently however, we have visiting GP's on a rotational basis to help you out, and that's just another great incentive to come and join us at Nunyara.

We are RACGP accredited, and we take pride in being able to meet those standards for our patients. We are in the process of achieving ASES (organisational) accreditation, are NDIS registered and are a well-functioning, professional team of people who's service is governed by a board of local Aboriginal people.

At Nunyara we are diligent, care about our staff, patients and community, and aim to achieve high - implementing improvements quickly and efficiently. To this end we want your participation, feedback and advice. You will be an integral part of making our service one of the leading Aboriginal Community Controlled Health Services in SA.

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JOB AND PERSON SPECIFICATION

Position Summary

Title Position	Community Medical Practitioner
Classification Code	Community Medical Practitioner pay point
Type of Appointment	*
FTE	1 FTE
Position Created	January 2020
Reviewed Date	June 2025
Responsible To	Accountable to the Board of Management via CEO

Performance Monitoring

The incumbent is required to participate in the organisations Performance Development Review which will include a regular review of employee's performance against the responsibilities and performance outcome measures associated with the position, and demonstrate appropriate behaviours which reflect a commitment to the Nunyara Aboriginal Health Service Inc and the clients we provide care to. The monitoring of performance for this position will be facilitated by the CEO with an Independent External Peer Reviewer (AHCSA Medical Practitioner). The Community Medical Practitioner will maintain their Continuing Professional Development (CPD) to meet the Medical Board of Australia's registration standard.

Last PDR Date:

Next PDR Date:

Qualifications

Essential	<ul style="list-style-type: none"> Unconditional (VR) registration with APHRA / Medical Board of Australia 4 -6 years prior experience in an Aboriginal Health / General Practice setting Medical Indemnity Insurance to 20M Medicare Australia Provider Number and Maintain a PRODA Account Fellow of the RACGP or ACCRM Must be up to date with COVID-19 vaccinations, including booster vaccinations, according to ATAGI Standards,
Desirable	<ul style="list-style-type: none"> Credentialed with SA Health to provide inpatient care
Special Conditions	<ul style="list-style-type: none"> Some Intra/Interstate travel may be required necessitating overnight absences and out of hours work The incumbent will be required to strictly observe the confidentiality of information received and given Employment is conditional subject to a satisfactory Police & DSCI check
Award	Medical Practitioners Award 2020 https://www.fwc.gov.au/documents/documents/modern_awards/pdf/ma000031.pdf
Salary	Paid at above award hourly rate http://www.fairwork.gov.au/

JOB AND PERSON SPECIFICATION APPROVAL

All excluding senior positions




Date: 15/01/2020	Reviewed Date: 4/11/2022
Chairperson, Nunyara Aboriginal Health Service Inc	CEO Nunyara Aboriginal Health Service Inc

POSITION INFORMATION DOCUMENT

Level Characteristics

This position is classified at the Community Medical Practitioner classification by virtue of the following requirements:

- a) completed not less than four years of post-graduate experience
- b) employed to practise in community health centres or in general medical practice

Additionally, Nunyara Aboriginal Health Services expects the incumbent to demonstrate the following attributes:

- c) Aboriginal knowledge and cultural skills level 2 meaning:

Aboriginal knowledge and cultural skills—level 2 means:

Aboriginal knowledge and cultural skills—level 1 (below) plus a thorough knowledge of the history and role of Aboriginal organisations in the region, including an understanding of the organisations and their goals and knowledge of the political and economic environment in which the organisations operate

Aboriginal knowledge and cultural skills—level 1 means:

- (a) An understanding, awareness and sensitivity to Aboriginal culture and lore, kinship and skin relationships, local cultural values, the ability to conduct oneself in a culturally appropriate manner and an understanding that Aboriginal culture is not homogenous throughout Australia;
- (b) Where relevant, a knowledge of one or more relevant Australian Aboriginal language groups;
- (c) An ability to deliver or assist in the delivery of effective and appropriate services to an Aboriginal clientele through knowledge of the relevant Australian Aboriginal community, the ability to effectively communicate with Aboriginal people, and a knowledge of cultural conventions and appropriate behaviour;
- (d) An awareness of the history and role of Aboriginal organisations in the relevant region, an understanding of the organisations and their goals and the environment in which the organisations operate;
- (e) The ability to function effectively at work in an Aboriginal organisation; and
- (f) An understanding and/or awareness of the concepts of Aboriginal self-determination and Aboriginal identity

Position Summary

The Community Medical Practitioner will be working from Nunyara Aboriginal Health Service in Whyalla South Australia. The Nunyara Aboriginal Health Service is an RACGP clinically accredited service that provides culturally appropriate comprehensive primary health care, health promotion and education programs for the Aboriginal Community in Whyalla. The Community Medical Practitioner is an integral member of the Primary Health Care Team and works within a multi-disciplinary setting that includes other (FIFO) General Practitioners, Nurses, Aboriginal Health Practitioners, Allied Health, and Specialist staff.

This role involves direct provision of Primary Health Care and general practice services, support for and sharing skills with other team members, and participation in primary health care initiatives and activities.

Organisation

Supervisor reports to:	Nunyara Board
Supervisor's position:	CEO Nunyara Aboriginal Health Service Inc
Subject's position:	Community Medical Practitioner
Staff Supervised /	GP Registrars, Medical Students, Nursing Staff, Aboriginal Health
Mentored:	Practitioners and Aboriginal Health Workers

Other positions within the Organisation

CEO	Aboriginal Health Practitioners
Clerical & Reception Officers	Aboriginal Health Workers
Clinical Co-ordinator	Transport Officers
Aboriginal Maternal Infant Care Workers	General Practitioners
Practice Coordinator	Visiting specialists & Health Professionals including:
Finance Co-ordinator	<ul style="list-style-type: none"> • Respiratory Nurse • Optometrist • Diabetes Educator • Dietician • Podiatrist • ENT • Audiologists • Endocrinologist • Midwives • Paediatrician • Respiratory Physician • Psychologist • Speech Pathologist
HR / Payroll Officer	
Students	
Medical Students	
Team Leader Integrated Care	
Support Co-ordinator	
Aboriginal Disability Liaison Officer (s)	
Elder Care Connectors	

KEY PERFORMANCE INDICATORS

Summary

The Community Medical Practitioner will use the Key Performance Indicator Section of this Job and Person Specification to continually assess their performance against the key tasks, and update and add to these indicators at regular intervals. The Key Performance Indicators are an integral element of measuring the achievements of the position and should be utilised as an ongoing tool in order to evaluate the position and service provided.

Key responsibilities, outcomes, and measures

KPI	RESPONSIBILITIES / KEY TASKS	(expected) OUTCOME
Provide high quality direct patient care	Collaborate with the multi-disciplinary team	Actively support and encourage the roles of Aboriginal Health Workers, Aboriginal Health Practitioners, Nurses, and other staff as primary health care providers and leaders within the organisation
	Provide clinical consultations to a diverse range of people	Best practice guidelines and policies and procedures are followed, and / or, recommendations for change or implementation of new policy and procedure is negotiated
Clinical Governance	Negotiable	
Improving quality of service delivery across the primary health care continuum	Participate in the collection, collation and reporting of health-related data	Demonstrated continuous improvement in the National Key Performance Indicator data set on the prior reporting period
	Utilise the Communicare patient record system to accurately document patient consultations	Patient data is accurate, up to date, and measurable
	Participate and support health screening, surveillance programs and other public health activities including health promotion programs	Screening rates and health promotion activities demonstrate an increase on the prior data
	Promote professional standards which include audits, quality improvement and participation in accreditation activity	Participation in a successful accreditation cycle (2021) and other quality improvement activities

SCOPE OF WORK

- 1. Organisational management, planning and service coordination**
 - Provide leadership to the Nunyara clinic team by modelling good behaviours and practice
 - Assist in the development of policies for the service and assist in the policy review process
 - Familiarise yourself with policies and procedures
 - Network with other primary health care service providers and non government agencies
 - Participate in team meetings, staff meetings, and other health service meetings and committees as required
- 2. Human resource management**
 - If required, participate in the recruitment process for Nunyara clinic staff
 - Participate in the induction of new staff to the Nunyara clinic as required
 - Complete performance development reviews
 - Support staff with debriefing when required
- 3. Premises, equipment and supplies**
 - Maintain standards of cleaning and hygiene throughout the building
 - Take responsibility for security and safety, namely: awareness of other staff, patients, building security, case notes, vehicle keys, mobile phones, and public amenities
 - Maintain common equipment e.g. staff room, sanitary facilities etc
- 4. Medicare**
 - Have a robust knowledge of the Medicare systems and keep abreast of changes in Medicare requirements
 - Provide education to staff in the correct MBS items to claim for service activities
- 5. Customer services**
 - Assist with management of complaints about the clinic received from clients or other service providers
 - Ensure efficient internal and external communication including being a point of contact for the Nunyara clinic in conjunction with the CEO.
- 6. Information management and Technology**
 - Maintain patient confidentiality through the application of relevant policies and procedures
 - Promote and use new technologies – digital health
- 7. Compliance**
 - Assist with the review Health and Safety policies and procedures and keep abreast of current legislation
 - Assist with the monitoring of legislative compliance requirements for the clinic in relation to OH&S and privacy legislation
 - Undertake audits to ensure compliance with legislative requirements
- 8. Quality improvement**
 - Assist to maintain RACGP accreditation standards in the Nunyara clinic

- Support strategies implemented to prepare for and maintain QIC accreditation
- Alert other team members to issues of quality and risk
- Undertake audits to check compliance with policies and procedures

GENERAL

Employees have a responsibility and obligation to comply with statutory and organisational requirements, procedures and rules that are introduced to ensure a safe and healthy work environment, free of discrimination by:

- Complying with workplace policies and procedures
- Participating in all activities associated with the management of workplace health and safety including correctly utilising appropriate personal protective equipment and Identifying and reporting all health and safety risks, accidents, incidents, injuries, property damage and near misses in the workplace
- Comply with and have a working knowledge and understanding of Infection Control policies and procedures
- Promoting awareness and compliance with Equal Employment Opportunity principles
- Regularly participate in personal performance development reviews
- Comply with the Principles of the Code of Fair Information Practice, which regulate the collection, use, disclosure, storage and transfer of all personal patient/client information
- Ensuring cultural sensitivity is maintained by attending and contributing to learning in diversity of cultural awareness and cross cultural training, with a frequency to be determined as appropriate by the organisation
- All staff will actively support and contribute to risk management by maintaining an awareness of the risks relating to their area of responsibility and accountability including the identification and reporting of such risks
- It is the responsibility of every employee to ensure that no official record created or received (in any format) is destroyed without following prescribed retention procedures and subsequent authorisation. It is further the responsibility of every employee to ensure they gain an understanding of what constitutes an official record. It is a requirement that all employees will adhere to the prescribed Policy, Procedures & Practices of this organisation in relation to records management
- Contributing to the development and implementation of organisational strategic directions and action plans
- Ensure a safe work environment by maintaining safe work practices and adopt procedures and practices that comply with current legislation and take reasonable care to protect own health and safety and that of others and participate in training and updates as required by the organisation.

This Position Description will be reviewed regularly, at least every 12 months, and when necessary during the course of the 12 months, by the Supervisor together with the incumbent. This regular review will ensure the Position Description is up to date and accurately reflects the duties carried out by the incumbent.

Acknowledge by Occupant:

.....

Date: / /

.....

Please print Name

PERSON SPECIFICATION

SELECTION CRITERIA

Essential Minimum Requirements [including qualifications, skills, experience and knowledge]

- Eligible for, or registered as a General Practitioner with the Australian Health Practitioner Regulation Agency (AHPRA)
- 4-6 years post graduate experience in Aboriginal Health / General Practice, and experience in delivering comprehensive primary health care
- Demonstrated ability to work within a multi-disciplinary team, including the ability to share tasks and knowledge and delegate to other health practitioners
- Demonstrated ability to build and maintain effective interpersonal relationships, including communication, presentation and negotiation skills with people from a diverse range of backgrounds, professions and organisations, particularly those people's representative of the local Whyalla Aboriginal community.
- Understanding and commitment to the concepts of the Aboriginal Community Controlled philosophy and a proven ability to work successfully in a sensitive and culturally respectful manner
- A high standard of written and oral presentation skills particularly an ability to communicate clearly in plain English to clients and other health professionals
- Demonstrated self-care and stress management skills
- Ability to support and participate in change processes
- Demonstrate a knowledge and understanding of the principles of Equal Employment legislation, Occupational Health, Safety and Welfare legislation, Continuous Quality Improvement principles, Universal precautions and Infection Control
- Experience in the use of Clinical Software and other electronic applications and willingness to undertake training

Desirable Characteristics (to distinguish between applicants who have met all essential requirements)

- Post graduate training in public health