



Job Ad Reference:

Role Title:

- **Senior Medical Officer (Clinical Forensic Medicine)**
- **Senior Medical Officer (Vocational Practitioner)**
- **Senior Medical Officer**

Status:

Unit/Branch:

Queensland Health Corporate and Statewide Services

Division/ District:

Forensic and Scientific Services
Clinical Forensic Medicine Unit

Location:

Classification Level:

Medical Officer – Level 13 to 25

Salary Level:

Title	Salary Range	Salary Package ¹
SMO (Clinical Forensic Medicine)	Level 13 to 25	\$250 – 335k
SMO (Vocational Practitioner)	Level 13 to 18	\$219 – 288k
SMO	Level 13 to 14	\$219 – 265k

Closing Date:

Contact:

Telephone:

Online Applications:

Fax Application:

Post Application:

Deliver Application:

ABOUT OUR ORGANISATION

Queensland Health's mission is 'creating dependable health care and better health for all Queenslanders'. Within the context of this organisation there are four core values that guide our behaviour. These values are -

- **Caring for People:** Demonstrating commitment and consideration for people in the way we work.
- **Leadership:** We all have a role to play in leadership by communicating a vision, taking responsibility and building trust among colleagues.
- **Respect:** Showing due regard for the feelings and rights of others.
- **Integrity:** Using official positions and power properly.

YOUR CONTRIBUTION

Your contribution is to support the Director, Clinical Forensic Medicine Unit (CFMU) Queensland and the Deputy Director, in the efficient and effective functioning of the CFMU, providing an informed, impartial and competent forensic service to the Courts, the Director of Public Prosecutions, the Coroner, the Queensland Police Service and the legal profession and providing authoritative and professional advice and assistance on medical and medicolegal matters to Government agencies.

KEY ACCOUNTABILITIES

1. Fulfil the accountabilities of this position in accordance with Queensland Health's core values, as outlined above.
2. Participate in provision of a 24-hour medical service to the Queensland Police Service for acute forensic (including sexual assault) examinations, examinations of sick watch house prisoners and the preparation and presentation to courts of evidence derived from such examinations.

¹ Before penalty payments for overtime and on-call duty.

3. Medically examine an accused and collect forensic specimens at the request of Police or the Courts and take blood samples from people suspected of driving under the influence of liquor or drugs.
4. Provide expert:
 - a. witness statements to the police, Director of Public Prosecutions and other legal professionals. Subsequently, if necessary, give expert evidence in Court;
 - b. medical opinion to the Coroner as and when required by the Coroner including attendance at inquests to give evidence and/or advise the Coroner if required to do so;
 - c. medical opinion to the Police Service Prosecution Corps and the Director of Prosecutions Office on any matters of a medicolegal nature.
5. Conduct mental health assessments of a defendant's fitness for interview, fitness to appear in Court and fitness to plead to a charge brought against that person.
6. Provide medical services:
 - a. to ill persons in custody of Police, who have not yet been brought before a magistrate;
 - b. to officers of the Queensland Police Service (ie. limited occupational medicine services).
7. Provide advice to Government departments and agencies on medical matters including medical standards for employment, medical standards for holders of licenses issued by the Crown and medical services required by Government agencies.

MANDATORY REQUIREMENTS/QUALIFICATIONS

You must be registered with or eligible for registration as a Medical Practitioner by the Medical Board of Queensland.

KEY SKILL REQUIREMENTS (or competencies)

- Capability to perform competent forensic medical examinations;
- Breadth of knowledge and experience in medical practice;
- High personal standards in relation to motivation, honesty, objectivity, competence, client focus, innovation and continuous quality improvement;
- Demonstrated ability to prepare and present objective, impartial, complex medical reports;
- Ability to communicate complex medical concepts in plain English;
- Demonstrated ability to actively participate in a working environment supporting quality human resource management practices including employment equity, anti-discrimination, occupational health and safety, and ethical behaviour.

Your certifiable skills and competencies determine the credentialed scope of clinical practice you will be granted and subsequently, your position title and salary status as outlined in the Annexure – Additional Information.

HOW TO APPLY

Please provide the following information for the panel to assess your suitability:

- **A short response** (maximum 1-2 pages) on how your experience, abilities and knowledge would enable you to achieve the key accountabilities and meet the key skill requirements.
- **Your current CV/ resume, including referees.** Referees should have a thorough knowledge of your work performance and conduct and it is preferable to include your current /previous supervisor. Referees will only be contacted with your consent.
- **Application Form** (only required if not applying online).

ABOUT THE UNIT

Visit the Queensland Health Clinical and Statewide Services Division internet website -

<http://www.health.qld.gov.au/qhcss/qhss/default.asp>

Visit the Clinical Forensic Medicine Unit intranet website -

<http://qhfps.health.qld.gov.au/qhcss/cfmu/>

TO FIND OUT MORE ABOUT QUEENSLAND HEALTH
Visit the **Queensland Health website** - www.health.qld.gov.au

ANNEXURE – ADDITIONAL INFORMATION

The following table explains how certifiable skills and competencies determine the credentialed scope of clinical practice you will be granted and subsequently, your position title and salary status.

POSITION TITLE	REQUIRED CRITERIA	SALARY STATUS
SMO (Clinical Forensic Medicine)	<p>Fellowship of the Australian College of Legal Medicine (FACLM)</p> <p>AND</p> <p>Credentialed or eligible to be credentialed for defined scope of clinical practice in clinical forensic medicine.</p>	<p><i>Medical Officer Advanced Credentialed Practice range (Level 18 to 25, C2-1 to C3-2)</i></p> <ol style="list-style-type: none"> Level 18 (C2-1) to Level 23 (C2-6) according to "years the applicant has held the recognised qualification specified for credentialed practice in the recognised discipline"² and annual increments thereafter to Level 23 (C2-6)³; With progression to Level 24 (C3-1) upon receipt of salary at Level 23 (C2-6) for two years and two years of satisfactory Performance Appraisal and Development and subsequent progression to Level 25 (C3-2) by annual increment⁴.
SMO (Vocational Practitioner)	<p>EITHER</p> <ol style="list-style-type: none"> Fellowship of the Australian College of Rural and Remote Medicine (FACRRM); <p>OR</p> <ol style="list-style-type: none"> Fellowship of the Royal Australian College of General Practitioners (FRACGP) <p>AND</p> <ol style="list-style-type: none"> Credentialed or eligible to be credentialed for defined scope of clinical practice in vocational general practice in forensic medicine. 	<p><i>Medical Officer Credentialed Practice range (Level 13-18, C1-1 to C2-1):</i></p> <ol style="list-style-type: none"> To Level 13 (C1-1) to 17 (C1-5) according to "years of eligibility for vocational registration" and annual increments thereafter to Level 17 (C1-5)⁵; With progression to Level 18 (C2-1) upon two years at Level 17 (C1-5) and two years of satisfactory Performance Appraisal and Development⁶.
SMO	<p>Without Fellowship of either the Australian College of Rural and Remote Medicine (FACRRM) or Royal Australian College of General Practitioners (FRACGP) but competence and capability providing sufficient credentials for defined scope of clinical practice in unsupervised non-vocational forensic medicine.</p>	<p><i>Medical Officer General Practitioner (level 13 to 14, C1-1 to C1-2)</i></p> <ol style="list-style-type: none"> To Level 13 (C1-1) initially; With progression to Level 14 (C1-2) upon receipt of salary at Level 13 for five years⁶.

² State Recognised Practice Reform, Senior Medical Officers - Translation and Appointment Policy

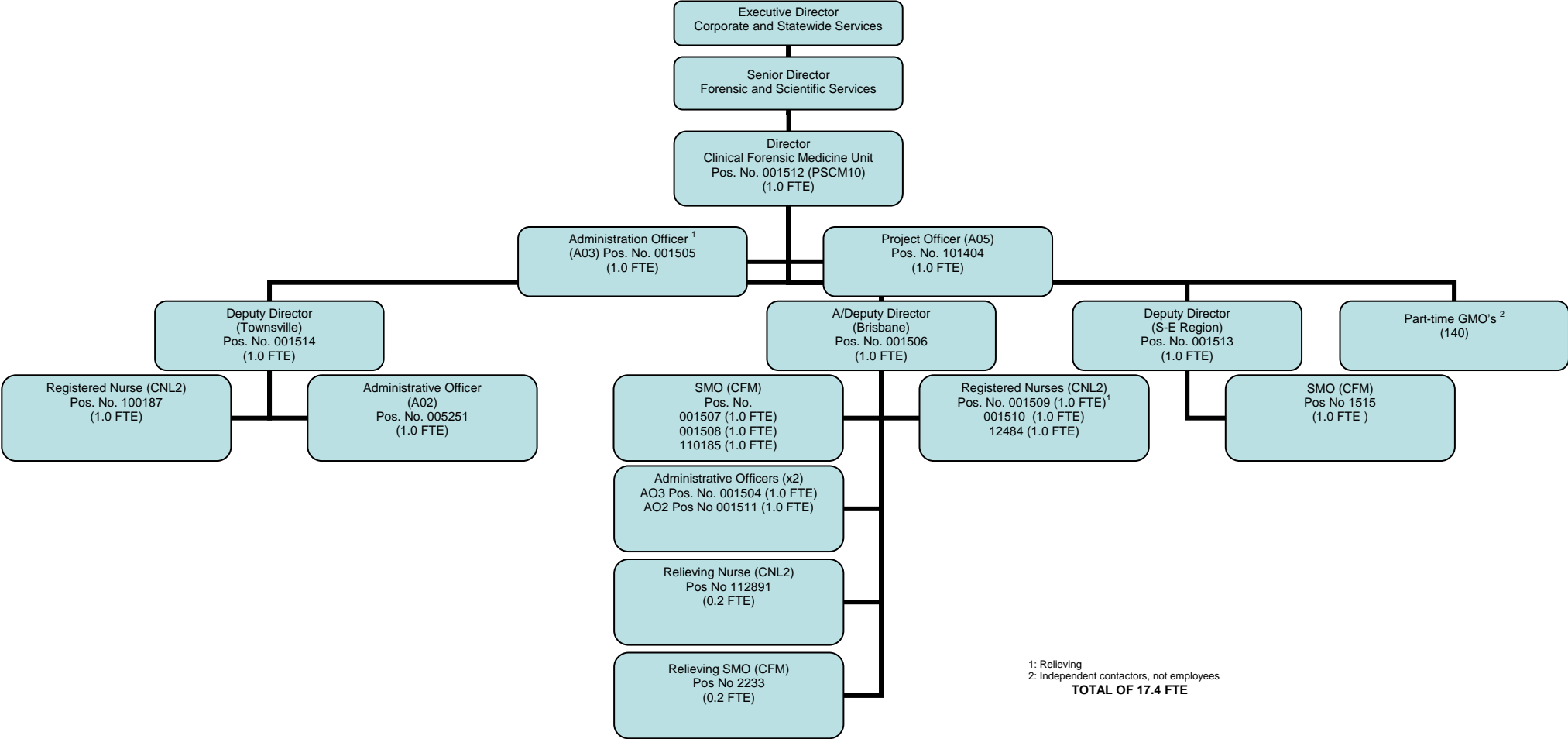
³ [Medical Officers' \(Queensland Health\) Certified Agreement \(No. 1\) 2005](#), Clauses 2.5.4 (a).

⁴ [Medical Officers' \(Queensland Health\) Certified Agreement \(No. 1\) 2005](#), Clauses 2.5.4 (d).

⁵ [Medical Officers' \(Queensland Health\) Certified Agreement \(No. 1\) 2005](#), Clause 2.5.3 (b), (c) and 2.5.4(a).

⁶ [Medical Officers' \(Queensland Health\) Certified Agreement \(No. 1\) 2005](#), Clauses 2.5.4 (c).

ORGANISATIONAL CHART



1: Relieving
 2: Independent contactors, not employees
TOTAL OF 17.4 FTE

INSTRUCTIONS FOR QUEENSLAND HEALTH STAFF COMPLETING CLINICAL FORENSIC MEDICINE SENIOR MEDICAL OFFICER ROLE DESCRIPTION TEMPLATE

The new role description is a standard mandated template to be used for all clinical forensic medicine Senior Medical Officer positions across Queensland Health. The format and headings are not to be changed.

The template is designed to be used as a 'short version' for advertising a position and must not be any longer than two pages.

Additional information (eg duty/task lists) should not be added to this template, but should be kept for job evaluation and/or performance appraisal purposes.

QH Shared Service Partner will continue to accept role descriptions for advertising in the old formats until 26 May 2008. After that date, role descriptions will be returned to the work area for re-formatting.

The mandatory sections in the approved role description template as indicated below must be included and are not to be altered.

- The position description is now called a 'role description'.
- The length of the role description is a maximum of 2 pages (excluding organisational chart).
- The role description is designed to attract initial interest in the position for potential candidates.
- Key selection criteria/assessment criteria are replaced by 'Key Skill Requirements' or 'Key Competencies'.
- There is also a section to be included called 'Key Accountabilities'.
- It is a preferred option that written applications are kept to a minimum eg 1 – 2 pages.
- Other information regarding Hepatitis B and criminal history checking is to be included in the Candidate Information Kit.

Listed below are the instructions for completing the role descriptions. Please read carefully, as a number of the inclusions are mandatory and must not be altered.

Header

The official Queensland Health logo is **mandatory** and must appear on the top left hand side of the role description. Approved, relevant 'heraldic crests' (eg district logos or hospital names) may appear on the top right hand side of the role description.

Branding Strip

The 'branding strip' is to appear at the top of the role description immediately below the header. This strip reflects the WorkforUs website, and is aimed at creating a branding image for Queensland Health when marketing job opportunities. This is a **mandatory** section.

Position Details

This section is **mandatory**. The position details are designed to identify the position, the geographic location within Queensland Health and the salary range against which the role is classified.

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- **Senior Medical Officer (Clinical Forensic Medicine)**
- **Senior Medical Officer (Vocational Practitioner)**
- **Senior Medical Officer**

Status:

District:

Location:

Classification Level: N/A

Salary Level:	Title	Salary Range	Salary Package ⁷
	SMO (Clinical Forensic Medicine)	Level 18 to 25	Insert current range*
	SMO (Vocational Practitioner)	Level 13 to 18	ditto
	SMO	Level 13 to 14	ditto

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*The range in the template is calculated from the minimum at the base level to the maximum at the peak level.

About Our Organisation

Previously named 'Organisational Environment and Key Relationships', the wording in this section is **mandatory** and cannot be altered or added to.

Your Contribution

This represents the purpose of the role.

Key Accountabilities

Fulfil the accountabilities of this position in accordance with Queensland Health's core values, as outlined above. This is a mandatory inclusion in the accountabilities section, and is to be listed first.

Mandatory Requirements/Qualifications

These are directly related to the position.

Key Skill Requirements/Key Competencies

The key skill requirements are the skills or competencies required to do the job. They include the major key skill requirements, and are the basis for assessment of candidates.

How to Apply

This section outlines the information to be provided for the candidates on how the panel will assess their suitability. It is preferred that expected responses from candidates are kept to a minimum, in most cases 1-2 pages.

Responses from candidates may include:

- A short response (maximum 1-2 pages) on how their experience, abilities and knowledge are relevant for the role, taking into account the 'key skill requirements or key competencies'.
- Submission of a current CV/resume, including referees. It is expected that at least one referee is to be a current or immediate past supervisor. Candidates are to be assured that referees will only be contacted after gaining their approval.
- Application Form (only required if not applying online).

⁷ Before penalty payments for overtime and on-call duty and excluding value of accommodation.

About The Health Service District/Area/Division/Branch/Unit

This is a short paragraph not exceeding 200 -300 words about the district/area/division/branch/unit. Candidates can be directed to the WorkForUs website, or the local website (if appropriate). Lengthy information about the work area should not be included in the role description.

Do you want to know more about Queensland Health?

This **mandatory** section offers potential candidates the opportunity to explore the Queensland Health website for more information.

Organisational Chart

The organisational chart can be included at the end of the role description. It is optional for inclusion, and should only be inserted if it is up to date and shows where the role fits in the district.