

Position Description

POSITION TITLE	Aboriginal Health Worker (Practitioner) - IAHP		
REPORTS TO (TITLE)	Indigenous Australian Health Program - Team Leader	DIRECT REPORTS (TITLE)	Nil
LOCATION	Narrabri		
CLASSIFICATION	HealthWISE Enterprise Agreement 2021 – Level III, H&SS Stream		

COMPANY DESCRIPTION

Vision – Healthy Communities

Purpose – Creating better health for our communities

HealthWISE provides primary health care programs and clinical services across the New England North West area of NSW and an increasing range of services and programs in the Darling Downs West Moreton and Goondiwindi regions. HealthWISE has been delivering federally funded primary health and social services for over 13 years. We are a not-for-profit organisation dedicated to creating healthy communities.

By employing skilled and experienced local healthcare providers and a dedicated support team, we provide efficient and effective programs that improve access, increase awareness, decrease cost, empower communities and foster long term health.

HealthWISE is a flexible and inclusive organisation and is dedicated to providing a welcoming and culturally appropriate environment for everyone and promotes the safety, wellbeing and inclusion of all children.

POSITION DESCRIPTION

The Aboriginal Health Worker (Practitioner) – IAHP will be responsible for working collaboratively with patients, general practitioners, practice staff, Aboriginal Health Services and allied health practitioners to provide appropriate multidisciplinary care and services for Aboriginal people. The position will assist to increase the capacity of GPs and other health professionals in delivering a holistic health care service to Aboriginal patients while working within the guidelines of the Indigenous Australians Health Program across identified communities within the NENW region. The position will provide delivery of 'best practice' care in the areas of preventative health education and promotion, and chronic disease

Position Description

Management in the Aboriginal Communities throughout the NENW region.

The Aboriginal Health Worker (Practitioner) – IAHP will be required to work closely with other members of the Aboriginal Health Access Team, as well as the broader HealthWISE team to achieve the outcomes of this program in an effective and patient focussed manner.

HealthWISE considers that being Aboriginal is a genuine occupational qualification under s14 of the Anti-Discrimination Act 1977 (NSW).

KEY RESPONSIBILITIES

Responsibilities include but are not limited to those listed below.

- Promote cultural awareness and competence within the HealthWISE team and in interactions with consumers, stakeholders and communities
- Promote all Aboriginal Health Access Programs (IAHP, ITC, and IMH) to community
- Promote cultural awareness and competence within the primary health care workforce and environment
- Ensure client and community confidentiality is maintained to build and maintain trust within stakeholder groups
- Conduct and record clinical health assessments within scope of practice
- Obtain and record accurate health histories and information to ensure compliance to all organisational policies, procedures and legislative requirements
- Support GP's in providing early interventions and preventative services where requested.
- Support access to and participation in all HealthWISE activities and services.
- Liaison with all relevant community stakeholder's to build stronger communities
- Develop strong partnerships with relevant stakeholders, other health services and the Aboriginal community groups to ensure team care planning arrangements for clients are in place. That the education strategies, health programs and activities, particularly around child and maternal that are both individual and group sessions, ensuring feedback from community is incorporated into planning as well as the goals of the organisation
- Complete general administration duties and word processing and spread sheet requirements and develop presentation materials where necessary
- Ensure that client receives primary health care that meets their needs, by supporting their health and well-being, establishing their health priorities and plan for achievable outcomes. Encouraging early detection, diagnosis and intervention for common and treatable conditions that cause morbidity and early mortality rates
- Continuous monitoring of active clients health needs and outcomes
- Advocate for the rights and needs of our people and their families
- Insure the correct and relevant referral pathway is followed at all times
- Provide outreach services
- Assist in planning, developing and the delivery of training sessions to ensure all programs and clinical staff are knowledgeable and aware of relevant program information
- Assist in implementing the HealthWISE plans and priorities, including health promotion activities and events
- Ensure client care evaluation are conducted to evaluate the effectiveness of specific lifestyle modifications programs, intervention and improvement is meeting the client's health objective

Position Description

- Assist and support in the development of Cultural Support plans
- Work within a multidisciplinary team to effectively collaborate with team members to ensure that all HealthWISE services and activities are operating effectively and efficiently, while maintaining a harmonious team environment
- Record accurate documentation and information to ensure compliance to all organisational policies, procedures and legislative requirements, where indicated
- Provide data and reports to meet organisational and statutory requirements including supporting recommendations
- Endeavour to build a comprehensive case history incorporating knowledge, skills and networks of individuals and communities to enable them to take better care of their own health
- **Other**
- Display an attitude and behave in a manner that is in keeping with the organisations values (innovation, respect, empathy, leadership, accountability, transparency, effectiveness)
- Identify and develop opportunities which enhance and add value to the existing processes through the development of continuous improvement opportunities
- Make a personal commitment to approach all enquiries in a courteous, friendly, supportive, professional, and timely manner that fosters an all-inclusive "no wrong door" customer service culture
- Actively participate in an integrated and holistic approach to service delivery
- Other duties where directed within the employees skill competence and training

WORK HEALTH AND SAFETY

While at work, a worker must:

- a) take reasonable care for his or her own health and safety, and
- b) take reasonable care that his or her acts or omissions do not adversely affect the health and
- c) safety of other persons, and
- d) comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with the WH&S Act 2011, and
- e) co-operate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers

Position Description

ROLE CRITERIA	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Identify as being Aboriginal and/or Torres Strait Islander and be an active member within your community • Hold a Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care • Registration with the Australian Health Practitioner Regulation Agency (AHPRA) as an Aboriginal Health Practitioner or willing to obtain • Demonstrated knowledge and understanding of Primary Health Care; preventative strategy and chronic disease management • Demonstrate and effective communication strategies to engage all of the extended Aboriginal and/or Torres Strait Islander community members of the LGA • Demonstrated understanding of issues affecting Aboriginal people and their health • Demonstrated attitude and behaviours that are in keeping with the company's values (client focus, empowerment, courage and excellence) • Demonstrate reliability and commitment to the delivery of quality, consistent and continuous health services to local communities • Demonstrated ability to communicate sensitively and to effectively engage with Aboriginal people and communities in a way that fosters mutual respect and regard • Demonstrated ability to work remotely and autonomously with accountability • Demonstrated experience using a computer, in particular Microsoft Word, Excel and Outlook software packages • Demonstrated high level written and oral communication skills including facilitating activities with a wide range of individuals and groups • Demonstrated organisational and high level problem-solving skills as well as the ability to support staff, consult, liaise and negotiate with health service agencies, non-government organisations, community groups and medical professionals at all levels. • Current unrestricted and unencumbered NSW Driver's Licence • Willingness to travel and work after hours if 	<ul style="list-style-type: none"> • Experience and understanding of the completion of Health Assessments and Care Plans relevant to the primary care setting • Practical experience in program development, implementation, management and co-ordination

Position Description

ROLE CRITERIA	
ESSENTIAL	DESIRABLE
<p>required</p> <ul style="list-style-type: none"> • Willingness to consent to a National Police Check • Current Working With Children Check held or willingness to obtain • Up to date COVID-19 vaccination 	

Key Performance Indicators

No.	Key Performance Indicators – KPIs (refer to Position Description)	Measure
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		

Position Description

14.		
15.		