

**Schedule 4 - Medical Officers**

**COMMUNITY MEDICAL OFFICER**

**COMMUNITY MEDICAL OFFICER 1 - 3**

**GROUP DESCRIPTION**

**Definition**

The work of positions in this stream involves the application of professional medical knowledge and experience in the operation and maintenance of medical services, including medical services associated with regulatory controls. It includes provision for clinical assessments and examinations of clients including children; and the examination, investigation, diagnosis and/or treatment of patients. It also provides for the management of this work.

**Qualifications**

A person in this stream must:

- possess qualifications admitting to registration as a medical practitioner under the laws of one of the States or Territories of the Commonwealth of Australia; and
- may have other qualifications which are appropriate for the efficient discharge of the duties of the office.

**Guidelines**

The level and provision of medical services is as determined by ACT Government Policy, appropriate legislation and/or the policy and procedures of the specific field of work.

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**COMMUNITY MEDICAL OFFICER 1**

**WORK LEVEL DESCRIPTION**

**Definition**

Under direction, the Medical Practitioner undertakes medical examinations and assessments; these include children in Child Health programs.

Positions at this level do not provide acute/ongoing care; but may be required to provide a limited range of treatments.

This level is also appropriate for work areas that are within the scope of basic training and where positions are required to provide a limited range of treatments.

**Features**

Medical Practitioners at this level are required to operate as determined by Government Policy, appropriate legislation, within prescribed guidelines and in liaison with other professional staff.

Medical Practitioners in child health programs are required to participate in the Immunisation Program.

**Typical Duties at this Level**

As determined by Government and within established policies and procedures, carry out one or more of the following duties:

- plan, arrange and participate in a range of medical examination programs;
- oversee and/or participate in immunisation or similar programs;
- carry out related medical duties as determined by appropriate legislation;
- liaise with other professional and appropriate staff on related matters;
- notify and counsel parents as necessary (Child Health Program);
- undertake the medical supervision of children's care as required (Child Health Program); and
- test, treat and prescribe where appropriate.

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**COMMUNITY MEDICAL OFFICER 2**

**WORK LEVEL DESCRIPTION**

**Definition**

Under broad general direction, Medical Practitioners at this level may either:

- Be responsible for the day to day management of a Medical Program (eg Child Health) or similar sub-program which may require administrative/management functions and/or one that provides a limited range of medical work/treatments; or
- Undertake professional medical work in a specialised area or complex field of work; or
- Provide a General Practitioner Service in a Health Centre or similar location either within specified hours or by participation on a 24 hour on call roster.

**Features**

Positions at this level work under the broad general direction of a Medical Specialist or a Community Medical Officer 3, or, in some areas a Senior Health Professional or a Senior Administrative Officer; and in some cases may be responsible for the day to day administration of a Section or an area.

Medical Practitioners at this level may be required to supervise Community Medical Officer 1.

Medical Practitioners may be required to provide acute/ongoing medical care.

Medical Practitioners who participate in an after hours on-call roster are entitled to receive an appropriate loading.

Medical Practitioners at this level are expected to participate in Multi-Disciplinary Teams and to contribute and participate in the development and implementation of programs relevant to the work area.

Medical Practitioners at this level may be required to assist in the development and implementation of policies for service delivery related to the work area.

As appropriate, positions at this level may be required to participate in teaching/education programs.

**Typical Duties**

Examples of typical duties at this level include:

**Day to day management:**

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Example 1:

- Direct and co-ordinate Child Health Medical Officers
- Manage the ACT Immunisation Program
- Assist in the development and implementation of Programs for Child Health Services
- Monitor trends in all aspects of Child Health and maintain appropriate records.

Example 2:

- Direct the day to day activities of a Government Medical Officer Section and appropriate clinic. Liaise with other Departments and authorities and prepare submissions on these matters.
- Provide medical opinion, guidance and assistance to Community Medical Officer I; scrutinise their reports and provide advice on the difficult aspects of medical examinations and deal with incomplete reports and examinations
- Undertake the training of medical and related staff

**Specialised and/or Complex fields of work**

Example 1:

- Participate as a member of a multi-disciplinary team which provides a mental health service to children adolescents and their families
- Develop and maintain preventative, consultative treatment and rehabilitative mental health services in the area
- Liaise and collaborate with other government and voluntary agencies concerned with mental health in the area

Example 2:

- Assess, diagnose and/or treat cases of alcohol and drug dependence in the ACT, provide medical cover to the Detoxification Centre and assist in the development of residential care services.
- Provide expert opinion on case management in relation to alcohol and drug dependence and participate in education programs for professional and voluntary workers in the field of alcohol and drug dependence
- Act as consultant to the police and legal authorities on medico-legal aspects of alcohol and drug dependence

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- Participate in research and evaluation studies related to drug and alcohol dependence

**Example 3**

- Participate in the development, implementation and management of aged care services
- Manage the day to day medical, paramedical and related administrative services
- Participate in patient care including 'on call' duties; supervise Registrars, RMO's and Interns
- Co-ordinate and provide teaching/academic programs for undergraduate students and assist in the development of programs for FMP related postgraduate training
- Assist in the assessment of the quality and economies of patients programs

**General Practitioner Services**

The following range of duties may be required to be performed within set hours or on a 24 hour basis as determined by the policies of the Service:

- Provide acute and ongoing medical care to patients
- Provide general practitioner services to patients within a region serviced by the Health Centre
- Carry out tasks appropriate to family medicine, preventative medicine and primary care in the Community
- Provide emergency and after hours medical services on a rostered basis
- Collaborate with other professional staff in the Health Centre
- Participate in the management of the Centre
- Admit and care for own patients in hospitals to the same extent as general practitioners in private practice in the ACT.

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**COMMUNITY MEDICAL OFFICER 3**

**WORK LEVEL DESCRIPTION**

**Definition**

Within existing policies, plans, organises and manages a Medical Service and provides high level advice on relevant medical issues. The work at this level requires extensive medical knowledge in a particular sphere of departmental activities.

**Features**

This level is required to have extensive experience and knowledge of departmental responsibilities in relation to Government policy on service delivery; and the ability to assess needs; and plan, co-ordinate, develop and implement programs to provide for effective and efficient service delivery including quality assurance and peer review.

This level is required to oversight Medical Services

Positions at this level are expected to carry a minimum of 50 per cent clinical case load.

**Typical Duties at this Level**

- Manage and co-ordinate medical services and participate in recruitment, induction and development of Medical Officers
- Provide high level advice on medical issues to Management
- Maintain professional and ethical standards, the quality of medical services and develop programs to provide for peer review and quality assurance
- Undertake community and media liaison as required
- Liaise on professional and medical matters as required
- Represent the profession within the Branch in a variety of forums
- Carry a clinical caseload similar to the duties of a General Practitioner as identified in a Community Medical Officer 2.

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**CAREER MEDICAL OFFICERS (CMOs)**

**PUBLIC HOSPITALS/AREA HEALTH SERVICES**

The following criteria is to be used when determining gradings for Community Medical Officer positions:

<b>Grade</b>	<b>Criteria</b>
I	Statement of Duties indicates basic medical duties in hospital setting.
II	Assistant Supervisor or Out of Hours supervisor. Higher level of duties/responsibilities than Community Medical Officer 1. *Hospital/Area role delineation - Level 3 and above.
III	Director/Head of Unit. Duties to include clinical responsibility for patient care and has a supervisory role. *Hospital A & E role delineation - Level 4 and above
*Reference:	Guide to the Delineation of Roles of Area Health Services and Hospitals ISBN C7305 3216X. June 1986.

The following criteria is to be met to qualify an individual for appointment as Community Medical Officer .

<b>Grade</b>	<b>Criteria</b>
I	At least three (3) years post graduate experience.
II	At least five (5) years relevant post graduate experience.
III	At least seven (7) years relevant post graduate experience. Relevant post graduate qualifications.

It is important to remember that whilst the criteria outlined above in respect to determining gradings for positions and the requirements for individuals to be appointed should be adhered to, however, there may be instances where this is not possible. In these cases the Area Health Services/Hospitals should refer such cases to the Department for individual consideration and continue to refer all requests for the establishment of Career Medical Officer positions and regradings to the Department.

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**MEDICAL OFFICER 1 - 6**

**GROUP DESCRIPTION**

**Definition**

The work of positions in this stream involves the application of professional medical knowledge and experience in the operation, administration and maintenance of medical services associated with regulatory controls and similar requirements in a variety of governmental fields. It includes the giving of advice to senior management on the development or provision of medical services in a particular field of medicine. It may also include clinical examination, investigation, diagnosis and/or treatment of patients, applicants, claimants or entrants and the assessment of claims for medical benefits or other purposes. It also includes research, teaching and the provision of consultancy services in a specialised area(s) of medicine.

**Qualifications**

Persons in this stream must possess qualifications admitting them to registration as medical practitioners under the laws of one of the States or Territories of the Commonwealth of Australia.

**Guidelines**

Excluded from this stream are positions which are engaged in work for which knowledge or medicine may be an advantage but professional medical qualifications are not essential (eg associated with health functions or programs such as health status research).



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**MEDICAL OFFICER CLASS 1**

**WORK LEVEL DESCRIPTION**

**Definition**

Under direction, performs professional medical work which includes reporting on assessment or entitlement or compliance with prescribed standards, advising on technical matters or providing medical services of comparable responsibility in a variety of regulatory or other environments.

**Features**

Persons at this level are required to have experience, a sound clinical knowledge and a knowledge of the regulatory framework or other requirements within which they operate and this will increase progressively.

The work may include examination, diagnosis, investigation and/or expression of medical opinion on applicants, claimants, entrants or similar cases.

**Typical Duties**

The duties listed below are typical of this work level.

- Provide medical services associated with regulatory control, public health, occupational health, human quarantine or other similar requirements.
- Inspect facilities or establishments for compliance with health, hygiene or other standards.
- Undertake medical investigations and report on results.
- Provide medical services in a specified field.
- Conduct health assessment and/or medical examinations, report on compliance with standards and/or advise on cases of applicants for various entitlements.
- Refer cases for specialist attention.

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**MEDICAL OFFICER CLASS 2**

**WORK LEVEL DESCRIPTION**

**Definition**

Under broad general direction, plans, organises, directs and controls the activities of subordinate Medical Officers and/or undertakes professional medical work of comparable responsibility in a more diverse and complex function or field.

**Features**

A Medical Officer at this level is required to have a comprehensive and detailed knowledge of medical, departmental and regulatory requirements.

Responsible for technical medical details and may be required to contribute to policy development.

May be required to assist in or ensure implementation of, or compliance with, medical or other standards, methods and procedures in a region, or investigate, advise on treatment, equipment, staffing or other standards and requirements or development of these or similar features.

May be required to undertake management responsibilities including responsibility for a portfolio of client agencies, marketing of health services to client agencies and development of new services to match client needs.

May be required to direct and train Medical Officers Class 1 and other staff.

**Typical Duties**

The duties listed below are typical of this work level.

- Undertake more diverse and complex health assessments and/or medical examinations and advise on compliance with prescribed medical, departmental health, public health, occupational health, hygiene, human quarantine or regulatory standards and requirements.
- Plan, organise, control, direct and instruct Medical Officers operating in entitlement, pensions, treatment, benefits, eligibility or entrant areas.
- Represent the Department on inquiries, committees or similar bodies.
- Collaborate with other departments, groups, practitioners or authorities associated with the field of responsibility.
- Undertake and report on detailed examination and assessment of new drug applications and the evaluation of existing drugs against standards of safety and efficacy.
- Monitor nursing homes for adherence to health care standards and approve or reject applications for nursing home admission.

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- Teach undergraduate and/or post-graduate students in a specific medical subject(s).

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**MEDICAL OFFICER CLASS 3**

**WORK LEVEL DESCRIPTION**

**Definition**

Within established policies and directives, plans, organises, directs and controls professional medical work relating to the medical administration of a group of functions or undertakes professional medical work of comparable responsibility and significance requiring an extensive medical knowledge in a particular sphere of departmental activities.

**Features**

A Medical Officer at this level is required to possess extensive knowledge of departmental policies and the ability to plan, co-ordinate and develop future requirements associated with the overall medical administration of a group of functions or a particular sphere of activities. Extensive or in-depth medical knowledge may be required across a number of fields.

May be required to contribute to policy development.

May undertake management responsibilities including budgeting, revenue generation, audit and personnel management. May be responsible for a portfolio of client agencies, marketing of health services to client agencies and development of new services to match client needs.

May be required to direct and train Medical Officers Classes 1 and 2 and other staff.

**Typical Duties**

The duties listed below are typical of this work level.

- Plan, organise, direct and control the medical administration of a group of functions.
- Assist in the planning and control of the medical administration of a substantial group of functions.
- Report on medical aspects of appeals to tribunals and similar review bodies.
- Direct or undertake medical research programs.
- Direct staff engaged on pharmacological assessments and examinations. Examine more complex or sensitive applications and make recommendations concerning importation and distribution.
- Co-ordinate external evaluation on clinical data.
- Provide authoritative advice to government or industry on the medical

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aspects of a significant sphere of departmental activities. Develop and make recommendations on relevant policies, standards or procedures.

- Teach undergraduate and/or post-graduate students in a medical subject(s), exercising extensive or in-depth medical knowledge.

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**MEDICAL OFFICER CLASS 4**

**WORK LEVEL DESCRIPTION**

**Definition**

Within approved policies and programs, plans, organises, directs and controls professional medical work relating to the administration of a substantial group of functions; or exercises a high level of professional knowledge and skills in either giving expert advice on the development and/or provision of medical services in a particular field of medicine, or undertaking research, consultation and teaching.

**Features**

A Medical Officer at this level would require extensive knowledge of the legislation, regulations and policies governing the particular functions or services together with relevant medico-political issues.

A high level of professional knowledge and skills would be demonstrated by substantial and continuing contributions to medical knowledge in a particular field of medicine through, for example, authorship of papers and publications of significance and giving advice which is considered authoritative by others in the profession and in related groups.

A Medical Officer at this level would be expected to make a considerable contribution to decisions and recommendations affecting the initiation, continuation, development and conduct of departmental medical programs.

May undertake management responsibilities including the supervision and training of medical, scientific and other staff.

**Typical Duties**

The duties listed below are typical of this work level.

- Plan, organise, direct and control professional medical work relating to the administration of a substantial group of functions, including:
  - leading and directing subordinate Medical Officers and evaluating their work against objectives;
  - establishing and overseeing training and development programs for medical staff;
  - reviewing and, as appropriate, establishing principles, standards and procedures for the conduct of medical services or functions; and
  - reviewing efficiency and effectiveness, and formulating policies, plans and objectives for the functions under control.
- Provide expert advice on the development and/or provision of medical

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services in a particular field of medicine, including:

- liaising and advising on the need for and on the approaches, development, provision, effectiveness or efficiency of relevant medical services; and
  - preparing briefs for and/or providing medical advice to relevant Ministers.
- Carry out research in a specialised area(s) of medicine requiring a high level of professional knowledge and skills.
  - Provide consultancy advice to government or industry requiring a high level of professional knowledge and skill.
  - Organise and implement a course, or a segment of a course, in a particular field of medicine, including:
    - determining the content and structure; and
    - teaching or arranging for the teaching of the course.
  - Represent the Department and/or the Australian Government on relevant academic and/or professional bodies at national or international levels.
  - Evaluate new concepts and approaches for the solution of complex problems associated with the prevention and treatment of illnesses.

**Guidelines**

An example of a substantial group of functions would be the review and evaluation of clinical, toxicological, bioavailability, manufacturing and quality control data submitted by sponsors to establish the quality, safety and efficacy of therapeutic substances.

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**MEDICAL OFFICER CLASS 5**

**WORK LEVEL DESCRIPTION**

**Definition**

Within approved policies and programs, exercise a very high level of professional knowledge and skills in planning, organising, directing and controlling professional medical work relating to the administration of a substantial group of functions or in giving expert advice on the development and/or provision of medical services in a particular field of medicine.

**Features**

A Medical Officer at this level requires a very high level of professional knowledge and skills in a specific field of medicine illustrated by wide acceptance and recognition in the professional and academic communities as a national or international authority because of scholarship, scientific leadership, and excellent record of research or professional achievement, or authorship of papers and publications of major significance.

This level also requires a comprehensive and substantial knowledge of related areas of medical specialisation and a knowledge of medico-political issues.

A Medical Officer at this level would be expected to make a major contribution to decision making affecting the continuation, development and conduct of departmental medical programs. The Medical Officer would be expected to decide on the direction and level of the scientific capability required to ensure competencies equivalent to the regulated industry or to meet changes in medical knowledge and practice in the field(s).

Management responsibilities exercised at this level, including the supervision and training of medical, scientific and other staff, may be substantial.

**Typical Duties**

The duties listed below are typical of this work level.

- Exercise a very high level of professional knowledge and skills in planning, organising, directing and controlling professional medical work relating to the administration of a substantial group of functions, including:
  - co-ordinating the development and implementation of major policy;
  - leading and directing subordinate Medical Officers and other professional staff and evaluating their work against objectives;
  - establishing and overseeing training and development programs for medical staff;
  - reviewing and, as appropriate, establishing principles, standards and procedures for the conduct of medical services or functions;



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- reviewing efficiency and effectiveness, and formulating policies, plans and objectives for the functions under control;
  - where appropriate, ensuring relevancy and high standards of academic training; and
  - where relevant, organising and, as required, conducting research in a specialised area(s) of medicine.
- Exercise a very high level of professional knowledge and skills in giving expert advice on the development and/or provision of services in a particular field of medicine, including:
    - negotiating and liaising with senior representatives of the health, medical or pharmaceutical industry and overseas regulatory agencies;
    - representing the Department and/or the ACT Government Service on relevant academic and/or professional bodies at national or international levels; and
    - where relevant, providing consultancy advice to government or industry.
  - Evaluate the performance of major health programs in regard to outcomes, efficiency and effectiveness. Provide authoritative advice and recommendations to senior management and government.

**Guidelines**

An example of a substantial group of functions would be the review and evaluation of clinical, toxicological, bioavailability, manufacturing and quality control data submitted by sponsors to establish the quality, safety and efficacy of therapeutic substances.

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**MEDICAL OFFICER CLASS 6**

**WORK LEVEL DESCRIPTION**

**Definition**

Within broadly stated policies and objectives, plans, organises, directs and controls a substantial program (s) of medical and related services or functions of national, international or government-wide scope and significance.

**Features**

A Medical Officer at this level would be expected to have a very high level of professional knowledge and skills in a major field of specialised medicine and considerable expertise in a wide range of related specialised areas.

A Medical Officer at this level would be expected to undertake considerable and/or extensive management responsibilities and be able to strategically develop and implement program and resource plans and formulate long term objectives.

A Medical Officer at this level would exercise a high degree of authority in representing the Department or agency and articulating and defending policies in contacts with government, industry, academic institutions and community interest groups.

**Typical Duties**

The duties listed below are typical of this work level.

- Plan, organise, direct and control a substantial program of medical and related services or functions of national, international or government wide scope and significance, including:
  - establishing principles and guidelines to be used in the development and administration of the program;
  - determining long term plans and objectives;
  - leading and co-ordinating the activities of subordinate senior managers;
  - assuming full responsibility for the professional and technical quality of medical services provided and administration of the program; and
  - determining objectives for training and development programs for medical staff.
- Plan, co-ordinate, determine overall priorities for and provide leadership to major research studies directed at the advancement of knowledge in a variety of specialist fields of medicine.

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- Provide authoritative advice on a variety of professional or policy matters of major concern to major sectors of government medical services or industry.

**Guidelines**

Examples of substantial programs of medical and related services or functions of national, international or government wide scope and significance are:

- the advisory, consultancy, medical research and teaching functions of the National Occupational Health and Safety Commission (Worksafe) in the fields of occupational medicine, rehabilitation medicine, clinical toxicology, epidemiology and related areas of medical specialisation; and
- the drug evaluation program and associated research and investigation functions of the Department of Health, Housing and Community Services.

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**JUNIOR RESIDENT MEDICAL OFFICER  
RESIDENT MEDICAL OFFICER  
REGISTRAR  
SENIOR REGISTRAR**

**GROUP DESCRIPTION**

**Definition**

The work of positions in this stream involves the application of professional medical knowledge and experience in the clinical diagnosis and investigation of the diseases of patients, and their treatment. It also includes duties in special clinical units and clinical control and general management of medical institutions.

**Qualifications**

A person in this stream must possess qualifications admitting him to registration (provisional registration in the case of a Junior Resident Medical Officer) as a medical practitioner under the laws of one of the States or Territories of the Commonwealth of Australia.

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**JUNIOR RESIDENT MEDICAL OFFICER**

**WORK LEVEL DESCRIPTION**

**Definition**

Under technical direction of a Resident Medical Officer or a higher level Medical Officer, performs professional medical work involving the medical examination, investigation and treatment of patients at a medical institution.

Conclusions reached in diagnoses and case management are reviewed by reference to and discussion with higher level members of the medical profession.

**Features**

This level consists of medical graduates in the first year of experience subsequent to gaining the requisite qualifications and admission to registration or provisional registration as a medical practitioner under the laws of one of the States or Territories of the Commonwealth of Australia.

**Essential Duties**

The duty listed below is essential for all positions in this work level.

- Perform under the close control of, or in the presence of, a Medical Officer of higher level:
  - medical examinations and investigations of patients;
  - the making of diagnoses and the recommending of treatments;
  - the arranging of necessary treatment and the planning of case management;
  - activities, in co-operation with special and para-medical services, to complete the full range of investigation and/or treatment of patients;
  - the interpretation of examination findings and the results of tests; and
  - the organising of patient disposal.

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**RESIDENT MEDICAL OFFICER**

**WORK LEVEL DESCRIPTION**

**Definition**

Under regular direction of higher level professional medical staff, perform professional medical work requiring the independent selection of medical procedures for the medical examination, investigation and treatment of patients. Required to exercise individual judgement and initiative in arriving at a diagnosis and in planning subsequent case management. Works as a member of a team with specialist medical officers and members of the para-medical services of an institution.

Conclusions reached in diagnoses and case management are, as necessary, reviewed by reference to and discussion with more senior members of the medical profession.

**Features**

A graduate of a least three years standing may be required to undertake those duties listed below as Level 2, in which case he/she shall be advanced to, or subject to length of service, be advanced beyond a prescribed salary barrier.

**Typical Duties**

The duties listed below are typical of this work level.

**Level 1**

- Conduct medical examinations and investigations of patients.
- Make diagnoses and prescribe treatment.
- Arrange necessary treatment and plan case management.
- Co-operate with special and para-medical services to complete the full range of investigation and/or treatment of patients.
- Interpret examination findings and results of tests.
- Organise patient disposal.
- Direct and review the work of Junior Resident Medical Officers.

**REGISTRAR**

In addition to any of the duties performed at Level 1:

- Advise and co-ordinate the work of other Resident Medical Officers;
- Assume clinical or medical administrative responsibility for a specific activity

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or group of activities at an institution.

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**SENIOR REGISTRAR**

**WORK LEVEL DESCRIPTION**

**Definition**

Under general direction of higher level professional medical staff, performs or is responsible for professional medical work required in the operation and/or supervision of approved medical services or controls a specialised section of a hospital.

**Features**

Persons at this level are experienced medical officers who are required to exercise independence of action and clinical judgement in the overall care of patients.

**Essential Duties**

All of the duties listed below are essential for all positions in this work level.

- Control a specialised section of a hospital such as anaesthetics.
- Manage and control approved services and associated activities in a region.



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**DEPUTY MEDICAL SUPERINTENDENT, LEVELS 1 AND 3**

**WORK LEVEL DESCRIPTION**

- Assist the Medical Superintendent in the management, evaluation and implementation of hospital clinical services.
- Provide high level advice on hospital clinical activities.
- Develop operational policy for hospital clinical services.
- Be responsible for the appointment and supervision of junior hospital medical staff.
- Be responsible for the co-ordination of hospital admissions to ensure the most efficient and effective use of bed availability.
- Be responsible for ensuring continuing education programs particularly for junior medical staff.

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**MEDICAL SUPERINTENDENT, LEVELS 1 AND 3**

**WORK LEVEL DESCRIPTION**

- Develop hospital and medical service objectives and policies. Evaluate programs congruent with the strategic directions.
- Manage, evaluate and implement changes in hospital clinical services.
- Provide high level advice to the Department on hospital clinical activities.
- Develop and implement operational policies for hospital clinical services.

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**SPECIALIST**  
**SENIOR SPECIALIST**

**GROUP DESCRIPTION**

**Definition**

The work of positions in this stream involves the application of special experience and qualifications in a particular branch of medicine to the diagnosis, investigation and treatment of patients; and to attributability and assessment of claims for medical benefits. This work includes advice to the Department on medical problems within the ambit of the speciality and may include control of special medical units within an institution.

**Qualifications**

A person in this group must:

- have qualified for admission or have been admitted to registration as a medical practitioner under the laws of one of the States or Territories of the Commonwealth of Australia; and
  - (a) have obtained a postgraduate degree or diploma in a branch of medical study approved by the Board; or
  - (b) have other qualifications which, in the opinion of the Board, are appropriate to the duties of his/her office.

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**SPECIALIST  
SENIOR SPECIALIST**

**WORK LEVEL DESCRIPTION**

**Definition**

Performs professional specialist medical work requiring independent selection of medical procedure at an advanced level in a special branch of medicine involving examination, investigation and treatment of patients and provides opinions in consultation on diagnosis, attributability and assessment of incapacity.

Functions as leader or member of a medical team and provides guidance to medical officers and expert opinions on diagnosis and case management in a special branch of medicine.

**Typical Duties**

The duties listed below are typical of these work levels.

**Specialist**

- Diagnose and/or treat cases.
- Provide expert opinions in case management.
- Provide expert opinions on assessment and attributability.
- Advise on specialised medical problems and medical administrative problems.
- Teach within the confines of the speciality.
- Manage and control a special unit when necessary.

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Unless the context otherwise indicates or requires the several expressions hereunder defined shall have the following meanings assigned to them.

- (a) "Officer" means a specialist or senior specialist as defined hereunder holding a full time appointment in his or her speciality in a hospital.
- (b) "Full-time appointment" means the appointment of an officer appointed other than as a sessional, part-time or honorary specialist and who, except for time spent in university teaching approved by the employing hospital, may be required under his or her contract of employment to devote the whole of his or her working time to the provision of medical services at such hospital and other hospitals and institutions associated herewith.
- (c) "Specialists" means a person appointed as such by a hospital who:
- (i) holds a medical qualification registrable in the Australian Capital Territory; and
  - (ii) After full registration has spent not less than five years in the practice of medicine; and
  - (iii) has spent not less than three years in supervised specialist training and/or experience; and
  - (iv) has obtained an appropriate higher medical qualification in his or her speciality acceptable to the employer.
- (d) "Senior specialist" means a person who:
- (i) has been employed by a hospital on the maximum salary for a specialist for a period of at least three years; and
  - (ii) is appointed to a position having such duties and responsibilities as are deemed by the employer to require the services of a senior specialist; or
  - (iii) has gained such experience and attained such ability in his or her speciality as is deemed by the employer to justify appointment to the classification.
- (e) "Service" means full-time paid service in a hospital as a specialist or senior specialist as the case may be, whether before or after the commencement of this award.
- (f) "Association" means the Australian Capital Territory Medical Officers' Association.
- (g) "Employer" means the Australian Capital Territory Department of Health.

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