



Kimberley Aboriginal Medical Services Council Inc

JOB DESCRIPTION FORM

POSITION IDENTIFICATION

Effective date of document

Award

Award Type:

Title:

KAMSC Renal Support Services Manager



RESPONSIBLE TO:

This position:

East Kimberley Pre-dialysis Coordinator

Key Responsibilities

Working closely with the Kimberley Renal Support Service team and alongside local primary health care service providers:

- Provide direct services to ensure access for clients to timely pre dialysis coordination, education and care
- Provide education and support for Kimberley health service providers to improve awareness of kidney disease and enhance care for clients with advancing kidney disease
- Contribute to the ongoing development and consolidation of the Kimberley Renal Support Service
- Maintain and enhance professional performance and standards
- Contribute as required to ongoing service planning and reporting

Provide direct services to ensure access for clients to timely pre dialysis coordination, education and care

- Deliver pre dialysis education re treatment options for stage 4 & 5 CKD patients and their family and the care pathway ahead for initiating or not initiating dialysis therapy.
- Manage referrals and provide pre dialysis education in a systematic and timely manner, through individual /family meetings, home visits and nephrology clinics.
- Co-ordinate the referral of the patients requiring dialysis access surgery and assist in coordination of the surgical access list with the West Kimberley pre dialysis coordinator.
- Assist and attend the renal specialist clinics across the East Kimberley providing pre-dialysis education to patients.
- Work closely with medical, local health staff and social work staff to ensure a smooth well co-ordinated transfer of the patient to and from Perth or Broome when initiating dialysis therapy.
- Contribute to the monitoring and evaluation of the Kimberley Renal Support Services program as a whole, assisting where necessary to ensure responsive and appropriate services are provided

Provide education and support for Kimberley health service providers to improve awareness of kidney disease and enhance care for clients with advancing kidney disease

- Develop new, and modify current, pre dialysis educational tools that assist Kimberley Aboriginal people and their families to understand kidney disease, dialysis options, and the pathway ahead for initiating or not initiating dialysis therapy.
- Contribute to the provision of regular renal education programs and in-service programs for local and regional health care providers
- Contribute to the education of Aboriginal Health Workers through the KAMSC Health School as required
- Act as a clinical resource to support, mentor and develop other members of the multidisciplinary health team, including health trainees
- Support and develop multidisciplinary team approaches utilising the palliative approach for the clinical care and support of the stage 4 & 5 patient and their family.

Contribute to the ongoing development and consolidation of the Kimberley Renal Support Service

- Promote the values, mission and goals of the KRSS and constantly work towards their achievement.
- Assist in the development of policies and procedures for the KRSS pre dialysis position as required
- Ensure capture of accurate health information in KRSS MMEX database, and contribute to extraction of data for reporting, audit and feedback, and other purposes as required
- Contribute to annual review of clinical policies and procedures in conjunction with the KRSS manager and /or team
- Assist with the orientation of new staff
- Support management to promote cost effective practices

Maintain and enhance professional performance and standards

- Comply with relevant legislation, including Equal Employment Opportunity, Disability Services and Occupational Health and Safety legislation, as well as professional standards and award provisions.
- Be available to meet annually with manager to carry out a performance appraisal
- Monitor self progress against workforce development plan
- Participate in ongoing professional development programs to maintain and improve service related skills and knowledge

Contribute as required to ongoing service planning and reporting

- Attend and actively contribute to regular KRSS and KAMSC meetings
- Adhere to all reporting requirements as outlined by the KRSS Manager

Selection Criteria**Essential:**

- Eligible for registration in WA
- Experienced Registered Nurse or Senior Aboriginal health worker with a minimum 2 years experience in the renal field
- Commitment to the philosophy and practice of Aboriginal Community Control
- Effective communication and interpersonal skills including the ability to operate within a multidisciplinary team
- Self-motivated with an ability to work independently
- Highly developed organisational, decision making and problem solving skills
- Willingness for self directed learning in maintaining up to date knowledge on renal care.
- Demonstrated ability to provide effective training and education across a range of settings, including both service providers and consumers
- Ability to travel around the region as required by road and/or small planes
- Current Federal Police clearance
- Current C class drivers licence
- Current knowledge of Equal Opportunity and OSH legislation National Police Clearance

Desirable:

- Postgraduate health qualifications, such as Diploma or Masters of Public Health
- Experience working within Aboriginal Community Controlled Health Organisations

CERTIFICATION

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Name: Anthony M Lee

Position: Chief Executive Officer

Signed: _____

Date: ____/____/____

As occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

NAME	DATE APPOINTED TO POSITION	SIGNATURE	DATE

OTHER INFORMATION

KAMSC (Kimberley Aboriginal Medical Services Council) is a regional Aboriginal Community Controlled Health Service (ACCHS) which provides a collective voice for a network of member ACCHS from towns and remote communities across the spectacular Kimberley region of Western Australia.

Our major role is in advocacy and support for our ACCHS members. In addition, KAMSC provides direct clinical services in the remote communities of Balgo, Billiluna, Mulan, Beagle Bay and Bidyadanga. Our five independently incorporated member ACCHS include: the Ord Valley Aboriginal Health Service (OVAHS) in Kununurra; Derby Aboriginal Health Service (DAHS) in Derby; Yura Yungi Medical Service (YYMS) in Halls Creek; Broome Regional Aboriginal Medical Service (BRAMS) in Broome; and Palyalatju Maparnpa Health Committee (PMHC) in the Kutjungka. KAMSC is also responsible for the development and management of Renal Services for the Kimberley, including 3 dialysis units and support and coordination of care for those in early to advanced stages of kidney disease.

The KAMSC regional collective of ACCHS is a major employer in the Kimberley, with Aboriginal people representing more than 70% of its 300+ strong workforce. KAMSC's regional support includes:

- Population Health
- Social and Emotional Well Being
- Health Promotion
- Information Technology
- Pharmacy Support and Training
- Corporate and Financial Services
- Accredited Aboriginal Primary Health Care Training and Education
- Research
- Regional Renal Services
- Undergraduate and Postgraduate Medical Training

Kimberley Renal Services

All specialised renal services in the Kimberley operate under the umbrella of the Kimberley Aboriginal Medical Services Council, and are currently undergoing rapid expansion with funding from both Commonwealth and state governments for new dialysis units in Derby and Kununurra to supplement the 40-person Kimberley Satellite Dialysis Centre (KSDC) hub already well-established in Broome.

Further, funding to KAMSC from the WA state government has allowed implementation of a comprehensive Kimberley Renal Support Service (KRSS) to enhance regional efforts in prevention, early detection and better management of chronic kidney disease; provide timely pre-dialysis education and preparation; enhance training and support for patients on home dialysis options; and create a skilled, robust and culturally safe regional renal workforce to ensure that Kimberley people with kidney disease have access to the best of care, as close to home as possible.

These comprehensive renal services are provided in partnership with the visiting nephrologist from RPH; Fresenius Medical Care (FMC) who provide state-wide home therapies services; WA Country Health Services (WACHS); and local health service providers.

The model developed in the Kimberley is an innovative one which brings together primary, secondary and tertiary services in a culturally safe framework which aims to provide patients, families and communities with the best possible services, whilst building regional workforce capacity and providing diverse career paths for local Aboriginal people.

Website: www.kamsc.org.au