

Bellarine Community Health (BCH) – Strategic Directions 2022 - 2025

Purpose Statement

We deliver high quality services and programs that improve the health and wellbeing of our community.

This means that we always innovate and develop what we do to align with the health and wellbeing needs of people on the Bellarine.

Guiding principles

These principles are at front of mind in all decision making and operational processes. They relate to how we see ourselves and how we will work with all those with whom we come in contact.

- We strive to become a sustainable organisation with a strategic mindset
- We value and support our staff, clients, and volunteers
- We work with our community to design services and programs to meet their needs
- We act at all times in the interests of the organisation and the community
- We are guided by best practice actions – always

Strategic Priorities

- To engage with our community across all ages, groups, and cultures so we are always responsive
- To build awareness of our organisation and our services so we are recognised and are a preferred health provider to our community
- To be a sustainable Health service responsive to our growing community
- To nurture a positive workplace culture

BCH is the largest healthcare provider on the Bellarine Peninsula with sites in five locations:

- Drysdale (2 sites)
- Ocean Grove
- Portarlington
- Point Lonsdale

BCH delivers and promotes health and wellbeing programs. BCH provides a range of services including allied health, community and palliative care nursing; mental health; in home care, health promotion and dental.

Position Information

Position Objective:	The Dentist is a key member of the dental health team providing cost effective, sustainable, and responsive oral health services ensuring patients of the service receive consumer directed, inclusive and high quality oral health care.
Reports to:	Dental Health Manager
Direct reports:	Nil
Program:	Child, Youth and Families
Location:	Based at Point Lonsdale but may work across Bellarine Community Health sites or in community settings
Award:	Victorian Stand-Alone Community Health (General Dentists') Enterprise Agreement 2018 - 2022
Employment Status:	Ongoing Probation Period: 6 months
Remuneration and benefits:	Access to excellent salary packaging provisions Employer Superannuation at the statutory rate

	Employee Health and Wellbeing Program
Mandatory Requirements:	<p>Bellarine Community Health expects all applicants to present evidence of the following:</p> <ul style="list-style-type: none"> • Current AHPRA registration as a General Dental Practitioner or Specialist • Current Radiation Licence • Current Working With Children's Check • Current Police Check (within 12 months from date of application) • Current Victorian Driver's Licence <p>COVID-19 and current Influenza Vaccination is recommended.</p> <p>Required to have the following vaccinations: Hepatitis B, MMR, Pertussis, Varicella.</p>

Organisational Requirements	
Diversity	<p>Commit to providing a safe and welcoming health service for everyone. We celebrate the diversity of different ages, gender, ethnicity, physical ability, sexual orientation, religious belief, work experience, and educational background.</p>
Child safety	<p>Make a commitment to the safety and wellbeing of children and young people. This means to protect and support, enhance wellbeing, and reduce any opportunities for abuse, or harm to occur.</p> <p>Every child has the right to live a full and productive life in an environment that builds confidence, friendship, security, and happiness, irrespective of their family circumstances and background.</p> <p>Children have the right to give their views and opinions about decisions that affect them and to be listened to.</p>
Consumer engagement	<p>Seek and facilitate consumer and community participation to ensure the healthcare we deliver is safe, high quality and meets the needs and preferences of our diverse communities.</p>
Person/family Centred Approach to service provision, health promotion action and access to information.	<p>Identify, strengthen capacity, and address any barriers that prevent a consumer maximising their independence and choice in decision making about the way their services are delivered.</p> <p>Actively seek opportunities to engage with clients and where appropriate (their families) that will enable them to be autonomous including:</p> <ul style="list-style-type: none"> • Building on strengths and goals to maximise independence and individual capabilities in decision making. • Provide a voice in the management of their own health and wellbeing; and, • Look for ways to improve the health of diverse communities.
Occupational Health and Safety (OH&S)	<p>Be familiar with and ensure that all appropriate actions are taken to implement OHS policies and procedures and that legislative requirements are met within the service</p> <ul style="list-style-type: none"> • Report any incidents or potential hazards in accordance with Bellarine Community Health policies and procedures including effective reporting via Incident management system. • Demonstrates a commitment to health and safety in line with Bellarine Community Health OHS policies and procedures, training requirements and legislative/regulatory requirements. • Evidence of compliance with OHS policies and procedures. • Participation in team meetings where key OHS issues are discussed and resolved. • Evidence of hazard and incident reporting using incident management system. • Maintain compliance with mandatory OHS training requirements.

Health Promotion	Support and contribute to the activities and projects outlined within the BCH Integrated Health Promotion Plan, as required. Implement a health promoting practice approach to service delivery that addresses the social determinants of health.
Strategy and Planning	Participate in planning processes, including program, team and individual to ensure alignment to the BCH strategic plan.
Continuous Quality Improvement	<ul style="list-style-type: none"> • Adopt and promote a culture of continuous quality improvement within area of practice and the broader organisation. • Contribute to the accreditation process, including identifying, developing, implementing, and evaluating quality improvement activities. • Commit to a culture of trust, openness, learning and accountability to improve service quality and safety. • Participate in data collection and audit processes to ensure compliance with applicable accreditation standards. • Demonstrate respect for individual's values, customs, cultural and spiritual beliefs to ensure patient care is effective and culturally appropriate. • Complete all mandatory training and education.
Risk Management	Comply with BCH Risk Management system and relevant legislation. Actively contribute to creating an organisational culture that promotes risk identification and mitigation.
Equal Opportunity	BCH is an Equal Opportunity Employer and diversity in the workforce is valued and encouraged.

Position Specific Responsibilities

General

- Deliver oral health services for the Bellarine Community and beyond.
- Demonstrate a commitment to the organisations guiding principles.
- Understand and comply with the BCH code of conduct.
- Work as a co-operative and collaborative dental team member.
- Provide a flexible, culturally sensitive, respectful and supportive oral health service.
- Work within relevant standards, BCH protocols and guidelines.
- Positively promote the work of BCH.
- Engage in a positive manner with key stakeholders (internal and external).
- Support clients to share their experience via BCH feedback options.
- Complete mandatory training.

Position Specific

- Manage patients within competency and experience levels as applicable to scope of practice.
- Perform general dental work including, examination, investigation, treatment planning and treatment of patients as appropriate to public models of care.
- Support patients with Autism or mild intellectual disabilities accessing the Inclusive Dental Service.
- Provide direct, quality patient care in accordance with BCH and dental policies and procedures.
- Document patient centred comprehensive care planning.
- Complete all patient clinical notes in a timely manner in accordance with Dental Health Services Victoria (DHSV) Dental record keeping audit.
- Complete all patient quotations and billing in a timely manner to support streamlined service delivery.
- Where appropriate, provide professional support and direction for Dental Assistants.
- Participate in team meetings in a constructive and respectful manner.
- Review and follow-up, as applicable, organisational and dental communication.
- Awareness of the National Safety and Quality Healthcare (NSQHS) and National Safety and Quality Primary and Community Health Care Standards (PCHC) as applicable to the oral health service.

- Actively participate in any review of dental program, services, policies and procedures to continuous quality improvement.
- Undertake annual competencies for example: Hand Hygiene, Infection Prevention, Aseptic Technique.
- Participate in documented supervision catch-ups and clinical audits.
- Participate in annual reviews including reviews of credentials and scope of clinical practice.
- Regularly update skills and knowledge to provide the best oral health service possible.
- Support promotion and marketing of the community and private dental service.
- Perform duties in accordance with relevant OH&S policies and procedures, identifying and recording hazards, risks and incidents as necessary.
- Review and follow-up, as applicable, organisational and dental communication.
- Other duties and responsibilities as may be reasonably required.

Key Performance Indicators

- Performs role in line with organisation guiding principles and BCH code of conduct.
- Consistently implements BCH and dental policies and procedures.
- Provides professional and appropriate high-quality oral health care for dental patients.
- Meets agreed dental clinical Dental Weighted Activity Unit (DWAU) outputs.
- Clinical notes are accurate, timely and comply with DHSV record keeping audit requirements.
- Receive positive community and key stakeholder feedback.
- Supports effective and collaborative teamwork and attends team meetings (as applicable).
- Prepares for and attends scheduled supervision catch-ups.
- Completes mandatory training within allocated timeframe.
- Complete annual competencies as directed.
- Complies with position organisational requirements.
- Professional development and continuing education undertaken in line with registration requirements.

Key Selection Criteria and Skills/Attributes

Essential

1. Essential Qualifications and Requirements:
 - Bachelor of Dental Science or Bachelor of Dental Surgery or equivalent
 - Experience working as a General Dentist in Australia
 - Valid AHPRA registration as a General Dental Practitioner or Specialist
 - Current Radiation licence
 - Current Driver's Licence for Victoria
 - National Police Record Check – current and satisfactory
 - Current Working With Children's check
 - Successfully meets the pre-employment screening requirements
2. Commitment to patient-centred care
3. Demonstrated clinical competence - able to provide a comprehensive range of general and major dental treatments
4. Demonstrated ability to treat a variety of patients including children, those with complex medical histories, special needs etc
5. Excellent communication skills, both written and verbal
6. Strong interpersonal skills with an ability to build positive relationships and work collaboratively in a team environment
7. Excellent organisational and time management skills
8. Ability to liaise effectively with all stakeholders' levels
9. Sound working knowledge and competency of information technology including Titanium or Exact
10. Infection Control compliance and knowledge
11. A commitment to quality improvement.

	Immunisation Status: COVID-19 and current Influenza Vaccination is recommended. Required to have the following vaccinations: Hepatitis B, MMR, Pertussis and Varicella.
Desirable	<ul style="list-style-type: none"> • First Aid training

Acceptance Details	
Name of staff member:	
Signature of staff member:	
Date:	
Exec Managers signature:	
Date:	

For more information about Bellarine Community Health visit our website: www.bch.org.au

Bellarine Community Health Ltd is committed to protect children and reduce any opportunities for abuse or harm to occur.

Bellarine Community Health acknowledges the Wathaurong people as the Traditional Custodians of the Wadawurrung land on which our sites are located and across which we provide services and programs for the diverse community. We are proud to be an inclusive workplace and welcome people from all cultures and backgrounds to our service.