1. ORGANIZATIONAL INFORMATION

Our Vision
Great health and wellbeing.

Our Mission
To provide positive health experiences for people and communities in the east.

Organisational Environment
Eastern Health provides a comprehensive range of high quality acute, sub-acute, palliative care, mental health, drug and alcohol, residential care and community health services to people and communities that are diverse in culture, age and socio-economic status. These services are provided both on an inpatient and outpatient basis. These services and programs are supported by staff that possess an unparalleled commitment to patient care as well as teaching and research.

Eastern Health Values
Eastern Health values reflect who we are as individuals and as an organisation, and are testament to the Eastern Health Mission Statement; they include the concepts of Excellence, Accountability, Compassion, Team Work, Integrity, Respect and Collaboration.

The Eastern Health Values are fully detailed in the Eastern Health Code of Conduct.

2. SERVICE SUMMARY

- To provide excellent clinical care for his/her patients.

3. MAJOR DUTIES AND/OR RESPONSIBILITIES

To provide at a high standard the majority of antenatal care to low-risk women during pregnancy. This occurs in collaboration with Eastern Health Maternity Unit (Birralee and Angliss) and with reference to the Schedule of visits. As there will be antenatal visits taking place in the hospital, it is important that the Shared Care GPs and the Hospital staff develop a team approach to care and that their actions align to deliver the best possible care to their patients.
To keep Eastern Health informed of changes in professional and personal circumstances relevant to the undertaking of these duties. These include Medical Registration, Indemnity status, contact details and any relevant legal or AHPRA enquiries.

4. SAFE PRACTICE AND ENVIRONMENT

Occupational Health and Safety

- As far as practicable Eastern Health provides and maintains a working environment that is safe and without risk to health. Staff are made aware of their own responsibilities and accountabilities with respect to OH&S Legislation and EH Policies related to the promotion of a safe working environment.

- Shared Care providers will have their own workplace obligations in terms of the OH&S Legislation as well as their own General Practice Accreditation requirements. It is anticipated that Shared Care practitioners will work in accordance with those obligations and requirements.

5. TRAINING AND DEVELOPMENT

Participation in relevant, practical and continuing professional development for the provision of shared maternity care is required.

For each triennium applicants for shared maternity care must complete one of the following activities:

1. The completion or retention of DRANZCOG qualification.

   OR one of the following:

2. RACGP CPD Activities:
   a. 10 RACGP Category 2 or 40 Category 1 CPD points from activities directly related to pregnancy care, pre-pregnancy care, postnatal period and neonatal CPD activities.
   b. As pregnancy points are not an RACGP category please detail topics and attach photocopy of attendance certificate or RACGP CPD statements as GPLOs will adjudicate each application.

3. Supervised Antenatal Session (exclusive of clinic attendances for initial accreditation). At least one clinical update through an antenatal session at either of the two hospital sites.
   a. Please indicate hospital/community clinic undertaken and date.

4. Alternative Activities
   a. You are invited to submit continuing professional development activities directly related to pregnancy care, pre pregnancy care, postnatal period and neonatal equivalent to 10 Group 2 RACGP points to the above, for consideration. You may consider developing your own small group learning module within a practice.
   b. Please detail (e.g. date, activity, organising body, time taken, and venue):

6. QUALITY

Eastern Health is accredited by the independent Australian Council on Healthcare Standards (ACHS) in recognition of the achievement of acknowledged standards, and the commitment to continuous improvement in the provision of healthcare standards.

We recognise that GP Shared Care providers will have their own quality activities, undertaken for example through CPD, GP accreditation and RACGP activities.
We would encourage the involvement of our GP Shared Care providers in relevant Quality improvement and educational programmes arranged by Eastern Health. Eastern Health encourages a good working relationship between GP Shared Care providers and the Women’s and Children’s Service. Through the course of this relationship there will be the opportunity to review clinical care, allowing the maintenance of a high standard of clinical care through the provision of educational and clinical audit forums.

7. CONFIDENTIALITY

Any information obtained in the course of providing care to our patients is confidential and should not be used for any purpose other than the performance of the duties for which the person was employed. We draw your attention to the requirements of the Information Privacy Act 2000 (Vic), the Health Records Act 2001 (Vic) and the Privacy Amendment (Enhancing Privacy Protection) Act 2012 (Cwh).

8. ATTACHMENTS

- Attachment 1 Key Criteria

9. NOTE

*Statements included in this service description are intended to reflect in general the duties and responsibilities of the service and are not to be interpreted as being all-inclusive.*

*Prior to accepting this commitment, prospective service providers will be required to read and commit to the Eastern Health Code of Conduct.*

Signed: _______________________________________
Date: ____/____/____
Executive Director Medical Services & Research, Eastern Health (or delegate)

**INCUMBENT STATEMENT**

*I ____________________________ (Incumbent Name) have read, understood and accepted the above Service Description and associated Attachments.*

Signed: _______________________________________
Date: ____/____/____
ATTACHMENT 1

KEY SELECTION CRITERIA

<table>
<thead>
<tr>
<th>Service Title:</th>
<th>General Practitioner Shared Care Provider (Maternity)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Award Classification:</td>
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<tr>
<td>Award / Agreement Name:</td>
<td>N/A</td>
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<tr>
<td>Current Effective Date:</td>
<td>April 2014</td>
</tr>
<tr>
<td>Next Review Date:</td>
<td>January 2017</td>
</tr>
<tr>
<td>Professional Liaison:</td>
<td>EH Clinical Director of W&amp;C or Delegate</td>
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</tbody>
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**Essential**
- Must be a registered medical practitioner in the State of Victoria.
- Must have significant clinical experience, with experience and training in General Practice.
- Must participate in continuing education programs particularly related to General Practice and specifically the delivery of clinical care for Women during pregnancy.

**Other**
- A Fellowship of the Royal Australasian College of General Practitioners (RACGP), or equivalent qualifications to enable recognition as a General Practitioner would be highly valued.
- Teaching experience of other clinical staff – nursing and allied health.
- Exposure to research practices and principles.
- Familiarity with clinical information systems.