**POSITION DESCRIPTION**

**MUSCULOSKELETAL COORDINATOR**

**OACCP PILOT PROJECTS**

**POSIT**

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| **POSITION DETAILS** | | | |
| Position Title | Musculoskeletal Coordinator | Department | |
| Position No. | Health Service | | |
| Award Classification | Physiotherapist Level 3/4 | Location: | |
| Reports to: | Hours | 1FTE | Duration:  Time limited to 12 months |
| Reports directly to: | Date Evaluated: February 2011 | | |
| Other roles reporting to Position’s Manager: | | | |

**About the NSW Ministry of Health**

With almost a third of the state’s budget allocated to the health portfolio, NSW Health is one of its largest human services agencies. For more information go to [www.health.nsw.gov.au](http://www.health.nsw.gov.au). As one component of the wider NSW Health system, the Ministry plays a key role in:

* shaping overall policy development, funding strategies and system-wide planning of health services
* partnering with Local Health Districts, NSW communities and their organisations to promote health, prevent injury and disease, and drive improvements to areas such as the ‘patient experience’

**About** *(Your Health Service)*

Suggest one paragraph description

**Role and purpose of the** *(Your Health Service)*

Can expand more here, possibly include key strategic directions of your health service

**About** *(Your department)*

A few paragraphs about your department, its aims and objectives

**Roles and Accountabilities**

* Lead and coordinate the development, implementation and ongoing evaluation of the OACCP at (your health service)
* Provide expert musculoskeletal assessment and interventions for people accessing the (your health service) OACCP
* Participate in the chronic care assessments and interventions for people accessing the (your health service) OACCP
* Work collaboratively with multidisciplinary team members within and outside of the OACCP at (your health service)
* Ensure effective collaboration with medical practitioners in the local area including the nominated medical lead for the OACCP, specialist doctors and general practitioners
* Identify and act upon opportunities in collaboration with the multidisciplinary team members at (your health service), other project site coordinators, and the ACI Musculoskeletal Network in order to achieve the best possible outcomes of the OACCP
* Provide high level advice concerning further development of the OACCP across NSW in collaboration with other project site coordinators and the ACI Musculoskeletal Network
* Lead the OACCP at (your health service) in the collection, monitoring and reporting of key performance indicators, clinical indicators and other required reporting of the program for the duration of the project
* Ensure opportunities are available in (your health service) localities for interventions of the OACCP at the health service site as well as in private settings. This will involve collegial collaboration with private health providers in the local area and consumer organizations
* Demonstrated successful project management, implementation and evaluation skills
* High level oral and written communication and interpersonal skills
* Proficiency in the use of Information systems including statistical programs, Microsoft applications, email, Clinical Information Access Program (CIAP)
* Current unrestricted NSW drivers licence
* *Please add department specific requirements here. Please be conscious of chronic care versus acute episodic care.*

**CERTIFICATION**

We have read the above position description and are satisfied it accurately describes the position.

Position Holder’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Manager’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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