

POSITION DESCRIPTION

NAME: Lab-based genetic counsellor	JOB TITLE: Lab-based Genetic Counsellor (0.8FTE, 1 year)
PRIMARY JOB PURPOSE:	
<p>Award/Formal Qualifications: Genetic Counsellor – Masters of Genetic Counselling</p> <p>Requirements: Working with Children check, National Police Check</p> <p>Overview: The primary purpose of this position is to provide training in genomic analysis and the use of specialist genetic knowledge to enhance the interpretative aspects of genomic analysis, reporting and return-of-results. The national PreGen project is an MRFF funded clinical implementation grant aiming to develop and implement genomic testing for fetal structural anomalies identified on routine morphology scans. The impact of different forms of genomic testing on decision making for families and health care providers regarding the diagnosis, counselling, management and postnatal care will be assessed.</p> <p>This position will be directly supervised by chief investigators on PreGen, staff specialist pathologists or lead scientists in the PreGen genomic facilities. The successful candidate will be employed through Neuroscience Research Australia (NeuRA) and seconded to SA Pathology, Genetics and Molecular Pathology Department, Adelaide.</p> <p>This position would suit a qualified Genetic Counsellor who is looking to broaden their scope of practice to include genomic analyses, partaking not only in the pre- and post-test counselling, but also in the identification of causative variants.</p>	
REPORTS TO: (Performance reviewed by):	JOBS REPORTING TO THIS POSITION:
A/Prof Tony Roscioli (PreGen Lead) SA Pathology: Dr Karin Kassahn, Dr Tristan Hardy, Prof Hamish Scott	Nil
ACCOUNTABILITIES: Key areas of responsibility	
<p>The core roles will include:</p> <ul style="list-style-type: none"> • providing clinically informed and relevant analyses of genomic data • refining the clinical bioinformatics analysis pipeline in conjunction with the bioinformatics team • promoting genomic testing for families with Mendelian disorders tested in house • identifying novel disease genes by both personal research and supervision of scientists • liaising with referring clinicians and patients to return and explain genomic results • creating genomic resources within PreGen to assist in the care of families • formulation of genomic policy through committee membership • educating the genetic and medical community through genomic analysis courses and pathology best practice <p>The successful candidate will:</p> <ul style="list-style-type: none"> • Act in accordance with the laboratory's quality system, the terms of accreditation, and applicable health and safety regulations • Work well within a team structure to promote a productive workplace • Participate in the clinical interpretation workflow to ensure that data are processed and reported in a timely manner within the quality system • Participate in a consultative clinical genomics service for clinicians, particularly in the analysis of complex and unexpected results • Participate in clinic-pathological meetings/ MDTs and promote good interdisciplinary relationships 	

- with colleagues and referring physicians
- Carry out translational research and developmental work to enhance knowledge and improve the quality of service
- Present the results of research, projects, meeting summaries and other topics to medical, scientific and other staff.
- Preparation of business cases and plans as required, including proposals for competitive funding
- Development and refining of research projects for students
- Day-to-day management of students and junior staff
- Maintaining required medical, specialist professional and indemnity registrations
- Provide pre- and post-test counselling to recruited couples
- Assist referring clinician with return of results

CORE COMPETENCIES/REQUIREMENTS/EXPERIENCE:

- Experience in molecular genetic techniques and information technology
- Professional training, qualifications and experience in genetics at an appropriate level
- Ability to develop, manage and maintain internal and external relationships
- Highly developed skills in facilitation and meeting leadership
- Highly developed written and verbal communications skills
- Experience leading, managing and working well within a team structure
- Experience working with clinical pathology services
- Highly developed educational and communication skills
- Experience with counselling families recruited into national research projects (desirable)

KEY RELATIONSHIPS/INTERACTIONS – EXTERNAL AND INTERNAL:

Internal:

- Head of Genetics and Molecular Pathology Department
- Reports to Head of Technology Advancement and Genetic Pathologist
- Collaborates daily with local team of scientific / technical / operational and administrative staff
- Paediatric and Reproductive Genetics Unit staff and administrative members

External:

- NeuRA - A/Prof Tony Roscioli, Group Leader, Neurogenomics
- NeuRA - Alyssa Wilson, PreGen program manager
- NSW Health Pathology Genetics Randwick and Victorian Clinical Genetics Service Laboratory leads, staff Pathologists and laboratory scientists

SPECIAL CONDITIONS:

- The incumbent may be required to participate in an on-call roster.
- Some out of hours work may be required, including weekends and public holidays.
- Intra and interstate travel may be required.
- It is mandatory that no person, whether or not currently working in SA Health, will be eligible for appointment to a position in SA Health unless they have obtained a satisfactory Criminal and Relevant History Screening Assessment clearance.
- *Prescribed Positions* under the *Children's Protection Act (1993)* must obtain a satisfactory Criminal and Relevant History 'child-related' employment screening through the Screening and Licensing Unit, Department for Communities and Social Inclusion.
- Criminal and Relevant History Screening must be renewed every 3 years thereafter from date of issue for 'Prescribed Positions' under the *Children's Protection Act 1993* or 'Approved Aged Care Provider Positions' as defined under the *Accountability Principles 2014* pursuant to the *Aged Care Act 2007* (Cth).
- Depending on work requirements the incumbent may be transferred to other locations across SA Health to perform work appropriate to classification, skills and capabilities either on a permanent or temporary basis subject to relevant provisions of the *Public Sector Act 2009* for Public Sector employees or the *SA Health (Health Care Act) Human Resources Manual* for Health Care Act employees.
- The incumbent may be required to participate in Counter Disaster activities including attendance, as required, at training programs and exercises to develop the necessary skills required to participate in

responses in the event of a disaster and/or major incident.

GENERAL REQUIREMENTS:

Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Directives, Determinations and Guidelines, and legislative requirements including but not limited to:

- *Work Health and Safety Act 2012 (SA) and when relevant WHS Defined Officers must meet due diligence requirements.*
- *Return to Work Act 2014 (SA), facilitating the recovery, maintenance or early return to work of employees with work related injury / illness.*
- *Meet immunisation requirements as outlined by the Immunisation for Health Care Workers in South Australia Policy Directive.*
- *Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).*
- *Children's Protection Act 1993 (Cth) – 'Notification of Abuse or Neglect'.*
- *Disability Discrimination.*
- *Independent Commissioner Against Corruption Act 2012(SA)*
- *Information Privacy Principles Instruction*
- *Relevant Awards, Enterprise Agreements, Public Sector Act 2009, Health Care Act 2008 and the SA Health (Health Care Act) Human Resources Manual.*
- *Relevant Australian Standards.*
- *Duty to maintain confidentiality.*
- *Smoke Free Workplace.*
- *To value and respect the needs and contributions of SA Health Aboriginal staff and clients and commit to the development of Aboriginal cultural competence across all SA Health practice and service delivery.*
- *Applying the principles of the South Australian Government's Risk Management Policy to work as appropriate.*

The SA Health workforce contributes to the safety and quality of patient care by adhering to the South Australian Charter of Health Care Rights, understanding the intent of the National Safety and Quality Health Service Standards and participating in quality improvement activities as necessary.

PERFORMANCE DEVELOPMENT

The incumbent will be required to participate in the organisation's Performance Review & Development Program which will include a regular review of the incumbent's performance against the responsibilities and key result areas associated with their position and a requirement to demonstrate appropriate behaviours which reflect a commitment to SA Health values and strategic directions.

HANDLING OF OFFICIAL INFORMATION:

By virtue of their duties, SA Health employees frequently access, otherwise deal with, and/or are aware of, information that needs to be treated as confidential.

SA Health employees will not access or attempt to access official information, including confidential patient information other than in connection with the performance by them of their duties and/or as authorised.

SA Health employees will not misuse information gained in their official capacity.

SA Health employees will maintain the integrity and security of official or confidential information for which they are responsible. Employees will also ensure that the privacy of individuals is maintained and will only release or disclose information in accordance with relevant legislation, industrial instruments, policy, or lawful and reasonable direction.

WHITE RIBBON:

SA Health has a position of zero tolerance towards men's violence against women in the workplace and the broader community. In accordance with this, the incumbent must at all times act in a manner that is non-threatening, courteous, and respectful and will comply with any instructions, policies, procedures or guidelines issued by SA Health regarding acceptable workplace behaviour.

ORGANISATIONAL CONTEXT:

Organisational Overview:

Our mission at SA Health is to lead and deliver a comprehensive and sustainable health system that aims to ensure healthier, longer and better lives for all South Australians. We will achieve our objectives by strengthening primary health care, enhancing hospital care, reforming mental health care and improving

the health of Aboriginal people.

SA Health is committed to a health system that produces positive health outcomes by focusing on health promotion, illness prevention and early intervention. We will work with other government agencies and the community to address the environmental, socioeconomic, biological and behavioural determinants of health, and to achieve equitable health outcomes for all South Australians

Our Legal Entities:

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health and Wellbeing. The Department for Health and Wellbeing is an administrative unit under the Public Sector Act 2009.

The legal entities include but are not limited to the Central Adelaide Local Health Network Inc., Northern Adelaide Local Health Network Inc., Southern Adelaide Local Health Network Inc., Women's and Children's Health Network Inc., Country Health SA Local Health Network Inc. and SA Ambulance Service Inc.

SA Health Challenges:

The health system is facing the challenges of an ageing population, increased incidence of chronic disease, workforce shortages, and ageing infrastructure. The SA Health Care Plan has been developed to meet these challenges and ensure South Australian's have access to the best available health care in hospitals, health care centres and through GPs and other providers.

Health Network/ Division/ Department:

Genetics and Molecular Pathology is a diverse, rapidly evolving area in clinical practice and diagnostic investigative pathology. Its aim is to understand the genetic basis of both inherited and acquired diseases. To that end, the Directorate brings together committed professionals in the areas of biochemical genetics, molecular pathology, cytogenetics, clinical genetic services and research across the three main metropolitan hospitals. Our vision is the provision of high-quality genetic health care for all South Australians. We aim to execute this vision through a strong customer focus, exemplary ethical practice and continued research excellence.