

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

1. Ministry: Ministry of Health and Medical Services		
2. Position Title: Physiotherapist (PT)	3. Salary Level: 10-9 (request to add another salary band L8-7)	4. Division: Tungaru rehabilitation Services (TRS)
5. Reports To: Senior Physiotherapist	6. Direct Reports: Chief Physiotherapist	
Primary Objective of the Position: To address the curative and preventative rehabilitation needs of inpatient, outpatient, community groups, home visit patients and outer islands.		
7.		

8. Position Overview	
9. Financial: NIL	10 Legal: to comply with legal practice as required under the Medical Act
11. Internal Stakeholders: <ul style="list-style-type: none"> • PS plus all other admin officials • DHS/DPHS • DDHS/DDPHS • Doctors • Wards Sisters • Ward Nurses • District Principal Nursing Officers • Deputy Director of Nursing Services • Director of Nursing Services • Health statistics • X-ray Department • Laboratory • Pharmacy 	12. External Stakeholders: <ul style="list-style-type: none"> • Medical Assistants • Public Health Nurses • Ministry of Internal Affairs • Ministry of Education • Ministry of Women, Youth and Social Affairs • Other NGOs

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. It is an expectation that you may be required to perform additional duties as required.

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<p>To be referred to doctors/other medical professionals/Directors:</p> <ul style="list-style-type: none"> • The post holder may refer cases to any doctor that is requiring second opinion from them • Will ensure to discuss clinical cases with other senior staff such as senior Physiotherapist, senior prosthetist, chief PT and other doctors should there be a need 	<p>To be referred to Medical Assistants(MAs) or Public Health Nurses:</p> <ul style="list-style-type: none"> • The post holder should ensure that all discharged cases requiring ongoing rehabilitation programs must have a clinical/referral note prior to returning home
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13. KEY ACCOUNTABILITIES *(Include linkage to KDP, MOP and Divisional Plan)*

- *KDP/KPA:*
- *MOP Outcome:*
- *Divisional/Departmental/Unit Plan:*

Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
<p>1. Key Area 1. Develop and execute creative rehabilitation programs for outpatients, inpatients and community based patients throughout Kiribati in conjunction with rehabilitation colleagues, MHMS staff and appropriate NGOs (MOP objectives 2, 3, 4, 5. <i>KPA1,3health</i>)</p>	<ul style="list-style-type: none"> • Clinical 50% - rotational post through clinical areas <ul style="list-style-type: none"> ○ Ward rounds ○ Inpatient, outpatients, home visits, disabled school ○ Outer island tours • Training 25% <ul style="list-style-type: none"> ○ Supporting physiotherapy assistant in delivering classes: ANC, post natal, fitness, back 	<ul style="list-style-type: none"> • Accomplishment of all MOP activities accordingly • Satisfactory of TRS Services provision to the public that shall lead to avoidance of complaints • Be decisive in matters that will contribute to departmental

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<p>2. Key Area 2: Develop and execute creative preventative health care programs in conjunction with MHMS staff and appropriate NGOs (MOP objectives 1, 2, 5. <i>KPA3health</i>)</p> <ul style="list-style-type: none"> • Key area 3: Train and support physiotherapy assistants (MOP objective 6. <i>KPA1health</i>) • Key Area 4: Develop the rehabilitation service: quality, scope and breadth of service through appropriate planning, monitoring and evaluation (MOP 1, 2, 3, 5, 6. <i>KPA 1,3, health</i>) 	<ul style="list-style-type: none"> ○ Training physiotherapy assistants, supervising student nurses and school leavers on work experience placements ○ Delivering TOT and workshops in the community • Administrative 25% <ul style="list-style-type: none"> ○ Shared responsibility for departmental statistics, budgets and accounting ○ Shared responsibility for departmental meetings & TTF as appropriate ○ Active involvement in departmental MOP and budget: planning, implementing, monitoring and evaluating ○ Stock taking, liaising with overseas donors, suppliers and medical stores to maintain levels of rehabilitation equipment 	<p>development and benefit of the public. For instance, reporting staff that needs to be disciplined</p>
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10. Key Challenges	11. Selection Criteria
<ul style="list-style-type: none"> • Try to maintain quality of Rehabilitation Services to the public • Should be willing to work outside normal hours from time to time when required • Ensure to maintain good level of care to all patients 	<p>11.1 PQR (Position Qualification Requirement):</p> <p>L10-9 Degree in Physiotherapy or Diploma in Physiotherapy</p> <p>L8-7 Degree in Physiotherapy plus 3 years experience or Diploma in Physiotherapy plus 5 years experience</p> <p>Desirable:</p> <ul style="list-style-type: none"> • Certificates in IT: word/access/excel; post graduate rehabilitation clinical

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- Shall be able to deal with any task given and be able to prioritize them

courses; mentorship & staff development; managerial skills

Previous experience required

Minimum:

L10-9 Clinical placements as per under graduate courses

L8-7 3 years clinical physiotherapy experience if Degree holder **or** 5 years clinical physiotherapy experience if Diploma holder

Desirable:

L10-9 Clinical internships during long university breaks

L8-7

- Clinical internships – long and short term – in overseas rehabilitation departments
- Coordinating, monitoring and evaluating workshops: within MHMS and with community groups
- Teaching at KSN
- Designing and executing training programs for rehabilitation technicians and physiotherapy assistants
- Designing and supporting work experience placements for student nurses, school leavers etc
- Active contribution to development, monitoring and execution of departmental MOP
- Active contribution to departmental budgeting & accounting
- Demonstrated ability through evaluation of areas of specific responsibility identified within MOP

Job Training: Must have completed his/her study in the field of Physiotherapy

Prerequisite: Form 7 science students or compete form 6 and have medical backgrounds

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11.2 Key Attributes (Personal Qualities):

- Have good Communication skills
- Should be decisive when making any decision re: clinical work and other work matters
- Should be respectful
- Developing & managing others
- Familiar with devices requiring Information technology
- Have the ability in assisting with Problem solving
- Team work
- Reliability
- Developing and managing other
- Be familiar with Financial work especially when to make budget
- Have good Leadership skills
- Innovation and creativity

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