



Ord Valley Aboriginal Health Service

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Job Description Form General Practitioner – AOD

Vision Statement

Aboriginal people in Kununurra and the North-East Kimberley are supported to live **prosperous lives that are strong, healthy, and culturally safe.**

The Purpose that defines us

We bring **clinical, cultural, and community expertise** to deliver accessible and **holistic health and wellbeing care** for people in the North-East Kimberley.

Aboriginal Community-led

We are connected and accountable to the communities we serve. We are governed by Aboriginal community leaders. We deliver services in culturally safe ways, bringing the best of medical and cultural expertise to achieve positive health outcomes. Working with and responding to Aboriginal communities is central to what we do.

Organisational Values

The Ord Valley Aboriginal Health Service has been providing critical health and support services to local Aboriginal people since 1984. Our ambition is to deliver socially, culturally, and financially accessible health care that supports communities in the North-East Kimberley to be strong, healthy and safe. The organisation operates on the foundational pillars of Aboriginal leadership, self-determination and cultural diversity that underpin and shape the way the organisation conducts its business.



Community

We bring our connection with community to everything we do

PEOPLE
TOGETHER



Respect

We show respect for a people, cultures and backgrounds

HEALTHY
TOGETHER



Passion

We are deeply motivated to achieve outcomes

MY
MOB



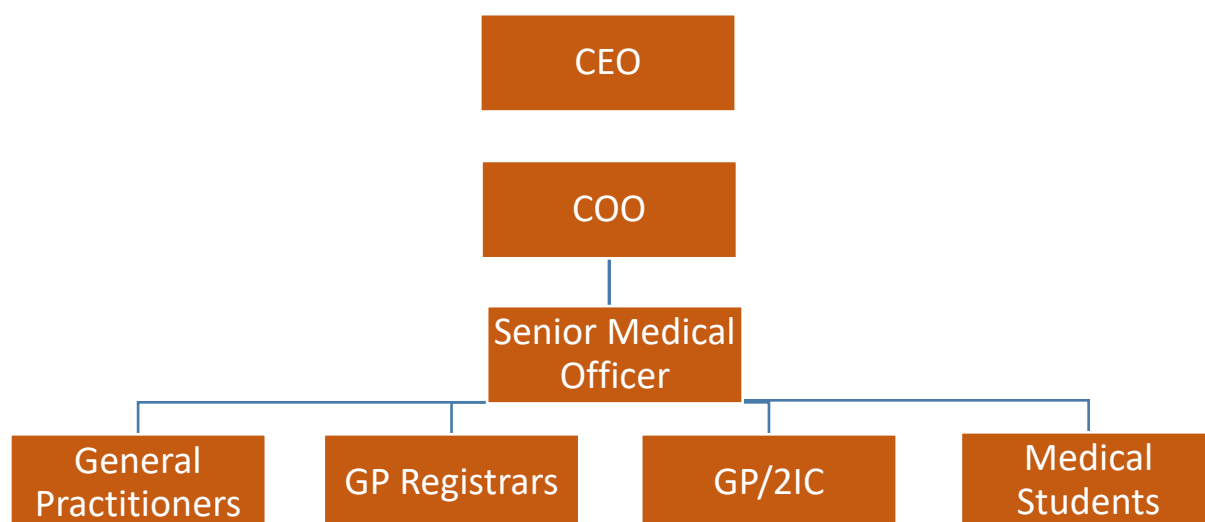
Equality

We strive for equality, fairness and empathy for all people

HEALTH &
WELLBEING

Position Title	General Practitioner - AOD
Work Group	Clinic
Work Unit	- Clinic
Reports To	Senior Medical Officer
Direct Reports	N/A
Award / Agreement	<i>Employee Agreement</i>
Award Classification	From \$270,000 to \$280,000 (based on qualifications and experience) + housing + vehicle + benefits and allowances + super
Approved by CEO	18.08.2026

Team Structure



Position Purpose

As a General Practitioner – AOD within our remote Aboriginal Community Controlled Primary Health Clinic, you will play a vital role in delivering comprehensive and culturally sensitive healthcare services to the Aboriginal community. This position offers a unique opportunity to work collaboratively with a multidisciplinary team in a culturally rich and diverse environment, addressing the healthcare needs of one of Australia's most marginalised populations.

As a General Practitioner – AOD, you will aim to:

- Reduce AOD-related harms
- Improve early intervention and prevention
- Strengthen recovery pathways
- Improve coordination between services
- Strengthen the Aboriginal workforce
- Increase access to culturally safe treatment and support services.

OVAHS is committed to improving employment opportunities and outcomes for Aboriginal and Torres Strait Islander people. As a measure to achieve equality and support, Section 51 of the Equal Opportunity Act 1984 (WA) will apply to this position. Aboriginal people are encouraged to apply.

Strategic Alignment

The organisation's Strategic Plan 2023- 2026 has four (4) overarching strategic goals, with each goal having specific outcomes.

The role is aligned with all four Strategic Goals.



POSITIVE
CHANGE

Primary health Care

Primary health care is the first means of accessing the health care system for many people and is critical to individual, family and community health outcomes.



HEALTH &
WELLBEING

Social and Emotional Wellbeing

Social and emotional wellbeing relates to the mental health for individuals and communities and is a key component for the overall health of Aboriginal people.



SUPPORT
COMMUNITY

Specialised Health

Our communities deserve targeted support to prevent and address complex health needs, including chronic disease and disability.



HEALTHY
TOGETHER

Population Health

Reducing future health challenges and to Close the Gap requires long-term system change and community - wide solutions.

Key Stakeholder Relationships

External

- Aboriginal Community Controlled Health Services across the Kimberley region and Western Australia, other not-for-profit services, and businesses as relevant to the role
- Liaises with a variety of government agencies, stakeholder representative groups and community groups.

Internal

- Maintains close working relationships with other officers, team members and employees of Ord Valley Aboriginal Health Services.
- Works in collaboration with the Senior Management Team and in consultation with the Board of Directors.

Responsibilities of this Position

General Practitioner - AOD

- Working closely with OVAHS AOD case manager to address addiction issues related to alcohol and other drugs.
- Undertaking holistic patient assessments for purposes of alcohol and other drug withdrawal admissions.
- Works in collaboration with the Kununurra District Hospital to facilitate admissions for high risk withdrawal.
- Working with the local detox unit for low to moderate withdrawal admissions.
- Completing rounds at the withdrawal unit to see OVAHS patients for review of symptoms, health checks and GPCCMP's.
- Working closely with any MDT's related to addiction.
- Providing education to staff around addiction medicine and where asked, to external stakeholders.
- Attending stakeholder meetings as an OVAHS representative relating to any AOD committees, meetings or conferences.
- Seeing patients at OVAHS clinics for holistic patient care to provide continuity for patients with addiction challenges.

Primary Healthcare Provision: deliver high-quality primary healthcare services including diagnosis, treatment, and management of acute and chronic medical conditions, preventive care, and health education.

Cultural Competency: Demonstrate cultural sensitivity and respect for Aboriginal traditions and practices in all aspects of healthcare delivery. Work collaboratively with Indigenous health workers and community members to ensure culturally appropriate care.

Chronic Disease Management: Manage complex chronic conditions prevalent in the Aboriginal community such as diabetes, cardiovascular diseases, and respiratory illnesses. Implement evidence-based interventions to improve health outcomes and reduce health disparities.

Health Promotion and Education: Develop and deliver health promotion programs aimed at raising awareness and addressing key health issues within the community. Educate patients on preventive measures, healthy lifestyle choices, and disease management strategies.

Collaborative Care: Work closely with other healthcare professionals including nurses, allied health professionals, and specialists to provide integrated care and support to patients. Participate in case conferences, multidisciplinary meetings, and care planning activities.

Cultural Safety: Foster a culturally safe environment where patients feel respected, valued, and empowered to participate in their healthcare journey. Continuously reflect on personal biases and engage in cultural competency training and professional development activities.

Health Equity and Advocacy: Advocate for the health rights and needs of the Aboriginal community at local, regional, and national levels. Contribute to policy development, research initiatives, and community engagement activities aimed at addressing systemic barriers to healthcare access and equity.

Quality Management System

- Actively participate in the organisation's QMS (LOGIQC).
- Identify and participate in continuous quality improvement activities and apply quality improvement principles to all duties performed.
- Demonstrate leadership and commitment to promote continuous quality improvement initiatives, give assurance that the quality objectives are measured and ensure the QMS achieves intended results by engaging and supporting employees to contribute to the effectiveness of the QMS.

General

- Demonstrate a strong commitment to uphold and contribute to the organisation's mission, objectives, and values.
- Support and promote teamwork through open communication, collaboration and contribute to a positive workplace culture.
- Attend and participate in professional development activities including workshops and training as required.
- Attend and participate in Employee Development Days.
- Participate and comply with all Work Health and Safety responsibilities as per the *Work Health and Safety Act 2020* (WA).
- Identify and assist to reduce Work Health and Safety hazards and risks.
- Follow the reasonable direction of Work Health and Safety representatives.

Please note: This is a summary of key responsibilities and may not encompass all duties associated with the role.

Position Performance Indicators

The below Key Performance Indicators (KPI's) are used to assess, measure, evaluate, manage, and reward performance within each key result area of this position.

The below KPI's are to be assessed in line with the organisation's performance development framework.

Key Result Area	Key Performance Indicators
Clinical Care	• Provide quality healthcare service to OVAHS patients onsite and offsite, where required. • See a minimum of 10 patients per day. • Provide clinical patient support on remote trips where applicable.
Compliance & Reporting	• Effective completion of all Work Unit contractual obligations including program delivery, funding reports, evaluations, and compliance requirements.
Culturally Safe Principles	• Provide safe, respectful and inclusive environments for service users. • Recognise the value of cultural identity, healing and connection to Country. • Promote family-inclusive approaches. • Involve Aboriginal organisations and staff.
Desired Outcomes Regional	• Improved Cultural Safety • Improved Effectiveness and linkages • Reduced AOD-Related harm • Strong Governance and Accountability • A stronger local workforce
Quality Management System (QMS)	• Ensure all tasks assigned to this position are completed within a six (6) week period. • Actively lead continuous quality improvement initiatives across the organisation and promote an environment of effective CQI practices.

Competency Profile for this Position

Competencies are the specific knowledge, skills and attributes needed to successfully undertake the role. The profile is used for recruitment, performance review, planning, and training and development activities.

Qualifications, Skills, Experience and Knowledge

Essential

- Experience or training in addiction medicine relating to alcohol and other drug use.
- General Practitioner qualification (RACGP or ACRRM) with minimum 5 years' experience.
- Provide high quality, primary health care services to the community and outlying remote areas, in keeping with best practice standards.
- Respond to medical/health problems presented by patients including history taking, diagnosis, investigation, treatment, and initiating referrals.
- Include the patients in decision making about their health care including supporting their health literacy and including them in their health care planning.
- Provide management of long-term conditions in line with local and national guidelines and pathways.
- Maximising and claiming applicable MBS items.
- Prescribe medications for patients as appropriate to need.
- Provide health promotion and preventative health care information structured to the individual need of all patients, including doing an annual health check (715) on all ATSI patients.
- Ordering and follow up of diagnostic tests, including the appropriate use of the OVAHS recall system.
- Referring patients to other providers as appropriate.
- Reviewing hospital discharge letters and specialist letters.
- Preparing and reviewing GP Management Plans and Team Care Arrangements for qualifying patients with a chronic disease diagnosis.
- Highly developed written communication skills including the ability to write clearly and concisely, prepare complex written reports and manage the output of quality information.
- Highly developed interpersonal skills including negotiation and consultation skills and the ability to proactively establish and sustain effective stakeholder relationships.
- Effective organisational skills, the capacity to successfully manage competing priorities, maintain attention to detail and meet deadlines.
- Strategic thinking and planning skills with a clear focus on an organisational approach to social, economic and environmental wellbeing.
- Ability to work well and foster a strong working relationship.
- A proven ability to foster strong relationships and work collaboratively with diverse communities to inform decisions, planning, strategy, and action.
- Results focused approach with the ability to identify and act on opportunities to improve short and long-term performance.
- Demonstrated ability to uphold the principles of cultural safety including an ability to communicate effectively and sensitively with Aboriginal and Torres Strait Islander peoples.

Desirable

- The person identifies as Aboriginal and/or Torres Strait Islander and is acknowledged as such by their community.
- Previous experience working in First Nations Health.
- Previous experience living or working in remote environments.

Practical Requirements

- A current Western Australian driver's license and willingness to drive is essential.
- A current National Police Check (within previous 3 months).
- A current Western Australian Working with Children's Check.
- Current AHPRA Registration.
- RACGP/ACRRM Fellowship or assessed by RACGP, ACRRM or RHW as requiring Level 2-4 supervision.
- Evidence of current medical Indemnity Insurance.
- Some work out of normal hours of duty will be required.
- Depending on the nature of the region, some travel on light aircraft may be required.
- Intra and inter-state travel including overnight absences will also be required.

Appointment Factors

- Undertake a clinical screening interview.
- Provide appropriate clinical references for contact as requested by the practice.
- Participate in the Rural Health West orientation (if applicable).
- Complete the requirements of the Medical Board of Australia and Medicare Australia in order to maintain Medical Board registration and Medicare provider numbers.

EMPLOYMENT SCREENING

Employees are required to demonstrate that they have undergone appropriate employment screening in accordance with OVAHS Policies. The following checks will be required for this role:

- ☒ National Police Check (current within the previous 3 months, or willingness to obtain
- ☒ Valid Working with Children Check
- ☒ Current AHPRA Verification Check
- ☒ Current and Valid Driver's License
- ☒ Indemnity Insurance

Acknowledgment and Acceptance by Appointed Employee

I certify that I have read and understand the responsibilities assigned to this position.

Employee Name:	
Signature:	
Date:	