



KAMS

Kimberley Aboriginal Medical Services Ltd

JOB DESCRIPTION FORM: Aboriginal Care Coordinator - Renal

Position title: Aboriginal Care Coordinator - Renal

Reports to: KRS Integrated Service Manager

Supervision of: Nil

Award: ACCHS

Classification: Admin Grade 4

About Kimberley Aboriginal Medical Services:

KAMS (Kimberley Aboriginal Medical Services Ltd) is a regional Aboriginal Community Controlled Health Service (ACCHS), providing a collective voice and support for a network of member ACCHS from towns and remote communities across the Kimberley region of Western Australia.

KAMS was first established in 1986 as a cooperative between the Broome Regional Aboriginal Medical Service (BRAMS) and the East Kimberley Aboriginal Medical Service (EKAMS) now the Ord Valley Aboriginal Health Service (OVAHS) with membership expanding to Halls Creek health service committee and Fitzroy Crossing community representatives. These communities saw the benefit of sharing pooled resources and collective effort in the region

KAMS provides a wide range of services including: Financial and accounting; Regional population health programs; Social and Emotional Well Being Support; Health Promotion; Information Communication Technology Support; Corporate Services; Accredited health training and education and Research.

While the major role is in regional advocacy and support for member services, KAMS also provides comprehensive primary health care services in the remote communities of Beagle Bay, Bidyadanga, Balgo, Mulan and Billiluna. In 2014 KAMS established Kimberley Renal Services Pty Ltd to manage the provision of regional renal support and dialysis services in Broome, Derby, Kununurra and Fitzroy Crossing.

KAMS is a member of the Aboriginal Health Council of WA (AHCWA – www.ahcwa.org) and of the National Aboriginal Community Controlled Health Organisation (NACCHO – www.naccho.org.au).

Our vision is to:

Improve the health and wellbeing of Aboriginal people in the Kimberley.

We will achieve this vision by:

- Supporting our member services to be strong, independent and effective ACCHO's
- Ensuring we provide quality preventative and primary healthcare services to communities we service
- Providing leadership and advocacy on Kimberley Aboriginal health issues
- Ensuring we are an effective, accountable and sustainable organisation
- Building a skilled and sustainable Kimberley Aboriginal health workforce

Our mission is to ensure:

We are managed and controlled by Kimberley Aboriginal people, are locally and nationally recognised as an effective advocate for the Kimberley Aboriginal health sector and provide and support the provision of effective holistic and culturally appropriate primary health care services for Kimberley Aboriginal people.

We define Aboriginal Health as:

Not just the physical wellbeing of an individual, but the social, emotional and cultural wellbeing of the whole community in which each individual is able to achieve their full potential as a human being, thereby bringing about the total wellbeing of their community. It is a whole of life view and includes the cyclical concept of life-death-life.

Staff may not smoke while in uniform or when they are acting in an official capacity off site. Smoking is prohibited in and around all buildings, vehicles and grounds.

www.kams.org.au



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Position Summary:

1. Establishing and implementing effective care coordination services within the region to support Aboriginal patients to seek more proactive chronic disease management and care.
2. Provide relevant information and education about renal illness and treatments and assist clients to access services.
3. To engage with Aboriginal renal patients in outreach home setting.
4. Increase cultural awareness for renal staff new to the area of Aboriginal health.
5. Work within the multidisciplinary renal team and advocate for the rights of renal clients and their family.
6. Develop and implement strategies to improve access to mainstream primary health care for Aboriginal and Torres Strait Islander people.

Kimberley Aboriginal Medical Services is a smoke-free organisation and smoking is prohibited in and around all buildings, vehicles, and grounds.

Relationships:

Internal

- All Kimberley Renal Services Staff
- Kimberley Aboriginal Medical Service Staff

External

- Visiting Nephrology Specialist
 - Aboriginal Medical Services staff throughout the Kimberley
 - Other members of the multidisciplinary team
 - Western Australian Country Health Service (WACHS)
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Duty Statement and Key Responsibilities:

Key Responsibilities

1. **Establish and implement effective care coordination services within the region to support Aboriginal patients to seek more proactive chronic disease management and care.**
 - Liaises with other KRS Aboriginal Care Coordinators as required to support renal clients and their families
 - Assist clients to access health services, including medical appointments, PATS, social work, aged care and allied health
 - Assist clients to access accommodation and provide ongoing support.
 - Support clients to live independently, or at the hostel or in aged care facilities.
 - Assist clients with securing their income including Centre link payments and assist clients to address financial difficulties.
 - Assist in identification of client's physical, emotional, social, cultural, and spiritual needs.
2. **Provide relevant information and education about renal illness and treatments and assist clients to access services.**
 - Educate patients in regards to managing their own healthcare needs.
 - Educate Primary Health Care providers in regards to the management of renal disease.
 - Be a mentor to Aboriginal Health Workers working in Aboriginal Medical Services.
 - Encourage AHW to participate in screening of patients for renal disease.
 - Provide support to AHW in the use of MMEX and tracking patients with renal disease.
 - Utilize educational resources effectively to ensure learning occurs.
 - Assist clients, their families and their community to increase their understanding and awareness of renal health.



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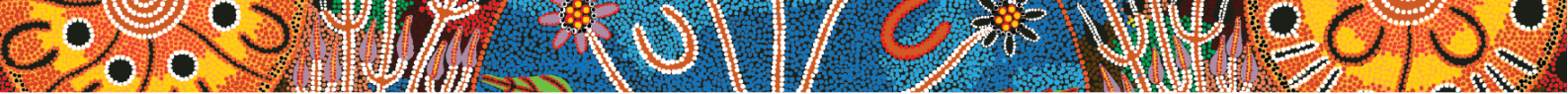
- Support the development and facilitation of local primary health care practice specific Chronic Disease Management clinics and services.
 - Provide Palliative care support to clients and their family
- 3. To engage with Aboriginal renal patients in outreach home setting.**
- Undertake health promotion activities to increase awareness and understanding of renal disease and its effects.
 - Provide education in regards to renal replacement therapy options available.
 - Educate primary health care providers in regards to renal disease its impact and effects.
- 4. Increase cultural awareness for renal staff new to the area of Aboriginal health**
- Provide a link between Aboriginal clients and Renal Health Centre Staff
 - Support and encourage the delivery of culturally sensitive health care, and assist staff to increase their cultural understanding
 - Facilitate communication between clients, their families, the community and Renal Health Centre staff
- 5. Work within the multidisciplinary renal team and advocate for the rights of renal clients and their family**
- Facilitate client contact with family and community and assist clients to have visits home
 - Liaise with community-based service agencies (government and non-government) on behalf of clients and their families
 - Participate in multidisciplinary meetings
 - Maintain appropriate records and provide relevant written and verbal reports.
- 6. Develop and implement strategies to improve access to mainstream primary health care for Aboriginal and Torres Strait Islander people.**
- Engage with local Aboriginal Medical Services to ensure a collaborative approach for patient care.
 - Build and strengthen partnerships at local level and identify barriers to Aboriginal people accessing quality health care and chronic disease management in the local area.
 - Establish and maintain links with other organisations providing services to indigenous people in the region
- 7. Other**
- Undertake other duties at the request of the manager.

Please note that the duties outlined in this position description are not exhaustive, and only an indication of the work of the role. The organisation can direct you to carry out duties which it considers are within your level of skill, competence and training and scope of practice.

Selection Criteria:

Essential

1. Needs to be an Aboriginal or Torres Strait Islander person
2. Ability to work with Indigenous people from a variety of backgrounds
3. Good record keeping and organizational skills
4. Willing to learn and participate in career development
5. Good communication and negotiation skills
6. Capacity to work well in a team setting
7. Well-developed knowledge of community agencies and services
8. Commitment to promote cultural sensitivity and confidentiality
9. Able to work independently
10. Need to possess a 'C' class license (Manual Licence)



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Desirable:

1. Previous work experience in a health setting
2. Capacity to mentor other Aboriginal staff
3. Sound computer skills
4. Availability to travel within the Kimberley

Certification:

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

KAMS CEO

Signature: _____ Date: ____/____/____

As occupant of the position, I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name of employee: _____

Date Appointed: ____/____/____

Signature: _____ Date: ____/____/____

