



# Position Description

Position title	Maternal Fetal Medicine Department Subspecialist
Position number	P70237
Directorate	Canberra Health Services
Division	Women, Youth & Children
Business unit	Maternal Fetal Medicine Department
Classification	Staff Specialist
Location	CHS
Reporting relationships	Dr Phoebe Swan, Unit Director, MFM
Last reviewed	27 October 2025

## Canberra Health Services

Canberra Health Services (CHS) is focused on the delivery of high quality, effective, person-centered care. We provide acute, sub-acute, primary, and community-based health services, to the Australian Capital Territory (ACT) and surrounding regions. More information can be found on the [CHS website](#).

We are committed to workforce diversity and creating an inclusive workplace.

**Our Vision:** creating exceptional health care together.

**Our Role:** to be a health service that is trusted by our community.

**Our Values:** Reliable, Progressive, Respectful and Kind.



## Position overview

The CHS Maternal Fetal Medicine Department is seeking a Certification in Maternal Fetal Medicine (CMFM) Subspecialist or a Certification in Obstetrical and Gynaecological Ultrasound (COGU) Subspecialist.

The Maternal Fetal Medicine Department comprises a multidisciplinary team who work closely to provide high quality care for high risk pregnancies, fetal surveillance and diagnostics. This team includes MFM consultants, trainees, sonographers, midwives, genetic counsellors and administrative team members and works closely with specialists in Obstetrics, Neonatology, Clinical Genetics, Anaesthetics, Medicine and Paediatric Surgery. This is an opportunity to provide both complex maternal medical care and fetal medicine services including diagnostic ultrasound, invasive procedures, complex fetal counselling and management as well as a component of ultrasound reporting for normal obstetrics ultrasounds. The MFM Department at CHS has a large catchment with a large volume of pathology.

The Centenary Hospital for Women and Children provides tertiary level MFM and Obstetrics and Gynaecological services to the ACT and surrounding regions. The Centenary Hospital for Women and Children has more than 3700 births per year and is a level 6 referral centre for high risk pregnancies for the region. It is the only tertiary care perinatal unit between Sydney and Melbourne and thus has a busy Maternal Fetal Medicine Department.

The hospital is accredited by RANZCOG for the FRANZCOG Training Program. The MFM Department currently holds one accredited CMFM training position and employs and accredited MFM Fellow and an MFM Senior Registrar. The Centenary Hospital's Centre for Newborn Care has over 650 admissions per year.

The successful applicant must have RANZCOG Fellowship and CMFM Subspecialist qualifications or equivalent. We may consider applicants due to complete their subspecialist training within the next one year. Those with COGU Subspecialist qualification or a Diploma of Diagnostic Ultrasound (DDU) in O&G may be considered. They must possess excellent communication skills with the ability to interact sensitively in a high-risk obstetric and fetal medicine environment and have a demonstrated commitment to teaching.

This position will be embedded in the Maternal Fetal Medicine Department, with pro-rata on call duties and contribution to inpatient management when required. There may also be an Obstetric on call component.

The position holder is expected to operate within the Public Sector Management Act (1994), the ACT Public Service Code of Conduct and the professional requirements specified by the appointee's Specialist College.

## Key responsibilities

Specific responsibilities include, but are not limited to, the following under limited direction of the Unit Director you will:

- Provide clinical expertise in the management of high risk pregnancy and those complicated by suspected or confirmed fetal anomalies, including diagnostics procedures such as amniocentesis and chorionic villous sampling.

- Manage inpatients admitted under the MFM team and provide ward support to the team of fellows, registrars and junior medical officers
- Undertake outpatient clinics, conduct consults, and participate in ultrasound and reporting duties. This includes participating in the on call roster at a pro-rata basis according to service requirements with the MFM Department and Obstetrics.
- Contribute to the education and training of all members of the clinical team, and provide clinical support for the accredited MFM Fellow and unaccredited MFM Senior Registrar as required.
- Work in a collaborative partnership with the Medical, Midwifery, Sonography and Administrative Leads to deliver safe, high quality clinical services.
- Provide leadership and coordination in clinical governance by developing evidence-based guidelines, ensuring high level staff performance, and overseeing quality improvement and risk management activities.
- Provide leadership in standards of practice, including professional development, teaching and training and research and innovation, and maintain own knowledge through participation in learning and development opportunities.
- Undertake other duties appropriate to this level of classification which contribute to the operation of the organisation

## Competencies

Specific responsibilities include but are not limited to the following:

In addition to meeting the core competencies for Maternal Fetal Medicine to be recognised as a Fellow of the Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG), the preferred candidate will have:

- Strong organisational skills with a high degree of drive.
- Flexible approach to work including the ability to embrace challenges and provide innovative solutions to problems.
- Highly conscientious and professional in all aspects of work.

In addition to a commitment to work, health and safety (WH&S) and contributing to the CHS positive patient focus displaying behaviours consistent with the organisational values of Reliable, Progressive, Respectful and Kind.

### **For consideration at the Senior Specialist level, you will require the above and:**

1. **Clinical:** Show advanced clinical expertise in their speciality area, which may include the ability to work without supervision, as recognised by their peers.
2. **Safety and Quality:** Provide leadership through:
  - a. a demonstrated ability to be effective in leading safety and quality activities, including experience relevant to specialist college accreditation
  - b. providing senior medical input to the safety and quality activities of the medical unit and clinical division, and
  - c. participating actively in specialist college accreditation, as overseen by the Australian Medical Council.
3. **Teaching:** Provide senior input using demonstrated experience in the development and provision of teaching and training at CHS and services in the surrounding region.

4. **Research:** Undertake speciality-specific research and/or have relevant publications of research in a respected health or medical journal.
5. **Administrative functions:** Support the medical unit director in the administration of the unit and provide senior medical input to the development of policies and practices of the unit.

## Qualifications

Specific responsibilities include, but are not limited to, the following.

Essential	Desirable
<ul style="list-style-type: none"> <li>• Be registered or eligible for registration as a medical practitioner with the Australian Health Practitioner’s Regulation Agency, with no conditions, undertakings or reprimands (AHPRA).</li> <li>• Hold a Fellowship of the Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG) or an equivalent higher specialist qualification</li> <li>• Not be the subject of an unresolved scope of clinical practice review of any Medical Dental Appointments Advisory Committee or a current inquiry by AHPRA.</li> <li>• Hold a Subspecialty Qualification in Maternal Fetal Medicine (CMFM) with the Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG) (or be due to finish shortly) or Certification in Obstetrical and Gynaecological Ultrasound (COGU). We may also consider a suitably experienced candidate who holds a Diploma of Diagnostic Ultrasound (O&amp;G) with Australian Society for Ultrasound in Medicine (ASUM), or one with an equivalent subspecialist qualification to CMFM/COGU.</li> <li>• CHS is leading the drive to digitally transform health service delivery in Australia through the implementation of a territory wide <a href="#">Digital Health Record</a>. <b>Computer literacy skills are required</b> which are relevant to this role as you will be responsible for completing required documentation and becoming a proficient user of the Digital Health Record and/or other Information Technology systems; once proficient, you will need to remain current with changes, updates, and contingencies.</li> </ul>	<ul style="list-style-type: none"> <li>• Have an understanding of how the <a href="#">National Safety and Quality Health Service (NSQHS)</a> and <a href="#">Australian Council of Healthcare Standards (ACHS)</a> clinical indicators align with this role.</li> <li>• Fulfil the responsibilities of this role in alignment to the <a href="#">CHS Exceptional Care Framework</a> and <a href="#">all other related frameworks</a></li> </ul>

## Experience

Specific responsibilities include but are not limited to the following.

Essential	Desirable
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#### For Senior Specialist we will also expect that you:

1. Have demonstrated advanced clinical experience outlined in a CV that clearly and comprehensively outlines the applicant's professional history.
2. Have been employed at the equivalent of a Specialist Band 5 for a period of at least three years.
3. Have demonstrated their advanced ability to provide leadership to their colleagues through either clinical or administrative means.
4. Have gained demonstrable advanced experience and attained such ability in the relevant specialty that is acceptable to CHS, to justify a recommendation for advancement to Senior Specialist by the Review Panel.
5. Be able to demonstrate their ability to undertake duties and responsibilities deemed by CHS as those expected of a Senior Specialist.
6. Be able to demonstrate that they are performing at a level consistent with this competency framework.

#### Prior to commencement

Appointment to this position is conditional on being granted and retaining appropriate clearances.

- Pre-employment National Police Check.
- Current registration issued under the [Working with Vulnerable People \(Background Checking\) Act 2011](#) is required.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.
- Comply with Canberra Health Services Medical and Dental Appointments Advisory Committee (MDAAC) credentialing and scope of clinical practice requirements for medical professionals.

#### Important information

All employees are required to:

- Adhere to the Canberra Health Services Values and the ACT Public Service Code of Conduct
- Act in accordance and comply with all relevant Safety and Quality policies and procedures.
- Comply with all relevant clinical and/or competency standards.
- Be available for weekend and/or after-hours work. - Requirements for fractional on-call will be subject to clinical operational requirements and will be negotiated at the time of appointment on an individual basis.
- Approval for second job will need to be submitted annually. Commitment to second job must not impact on the agreed clinical duties of the specialist at Canberra Hospital.
- Adherence to agreed attendance hours including agreement to annual job planning for clinical operational requirements is required.

CHS is leading the drive to digitally transform health service delivery in Australia through the implementation of a territory wide [Digital Health Record](#). Computer literacy skills are required which are relevant to this role as you will be responsible for completing required documentation and becoming a proficient user of the Digital Health Record and/or other Information Technology systems; once proficient, you will need to remain current with changes, updates, and contingencies.

### Key selection criteria

These are the key selection criteria for how you will be assessed in conjunction with your resumé and experience.

1. Proven clinical experience in the practice of Maternal Fetal Medicine, including patient care, ultrasound studies, procedures, and reporting.
2. Demonstrated commitment to the maintenance and further development of skills in this area, with involvement in further education, teaching and continuing professional development. While having high level communication and interpersonal skills.
3. Demonstrated ability to provide leadership, teaching and training for junior staff, and ability to work as a team member in a multidisciplinary environment.
4. Demonstrated understanding of, and commitment to all aspects of clinical governance including conducting and leading research and/or audit in relevant areas of practice.
5. Demonstrates understanding of, and adherence to, safety and quality standards, work, health and safety (WH&S) and the positive patient experience. Displays behaviour consistent with CHS's values of reliable, progressive, respectful and kind.
6. Demonstrates understanding of, and adherence to, safety and quality standards, Work Health and Safety and the positive patient experience. Displays behaviour consistent with CHS's values of reliable, progressive, respectful, and kind.

Where possible include specific relevant examples of your work.

### Applicants for Senior Specialist must also provide two detailed supporting statements from referees including:

1. A supporting statement from the relevant medical unit director or equivalent, attesting to:
  - a. The applicant's ability to work at a senior level in the relevant unit or department,
  - b. Compliance with CHS policy and guidance documents, and
  - c. Behaviour consistent with CHS' values
2. A supporting statement from a second referee who is a Senior Specialist.

#### Acknowledgement of Country

Canberra Health Services acknowledges the Ngunnawal people as traditional custodians of the ACT and recognises any other people or families with connection to the lands of the ACT and region. We acknowledge and respect their continuing culture and contribution to the life of this region.

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## Work environment description

The following work environment description outlines the inherent requirements of the role and indicates how frequently each of these requirements would need to be performed. Please note that the ACT Public Service is committed to providing reasonable adjustments and ensuring all individuals have equal opportunities in the workplace.

Administrative	Frequency
Telephone use	Frequently
General computer use	Frequently
Extensive keying/data entry	Frequently
Graphical/analytical based	Occasionally
Sitting at a desk	Frequently
Standing for long periods	Occasionally

Travel	Frequency
Frequent travel – multiple work sites	Never
Frequent travel – driving	Never

Physical demands	Frequency
Distance walking (large buildings or inter-building transit)	Occasionally
Working outdoors	Never

Psychosocial demands	Frequency
Distressed People e.g. Emergency or grief situations	Frequently
Aggressive & Uncooperative People e.g. drug / alcohol, dementia, mental illness	Occasionally
Unpredictable People e.g. Dementia, mental illness, head injuries	Occasionally
Restraining e.g. involvement in physical containment of clients/consumers	Never
Exposure to Distressing Situations e.g. Child abuse, viewing dead / mutilated bodies; verbal abuse; domestic violence; suicide	Occasionally

Specific hazards	Frequency
Working at heights	Never
Exposure to extreme temperatures	Never
Operation of heavy machinery e.g. forklift	Never
Confined spaces	Never
Excessive noise	Never
Low lighting	Occasionally
Handling of dangerous goods/equipment e.g. gases; liquids; biological.	Frequently
Slippery or uneven surfaces	Never

Manual handling	Frequency
Lifting 0 – 9kg	Frequently
Lifting 10 – 15kg	Never
Lifting 16kg+	Never
Climbing	Never
Running	Never
Reaching	Never
Kneeling	Never
Foot and leg movement	Occasionally
Hand, arm and grasping movements	Frequently
Bending/squatting	Occasionally
Bend/Lean Forward from Waist/Trunk twisting	Choose an item.
Push/pull	Occasionally
Sequential repetitive movements in a short amount of time	Frequently