Medical Physics Career Framework

Capital and Coast DHB

Medical Physicists, Medical Physics Registrars and Associate Physicists in the Radiation Oncology Service

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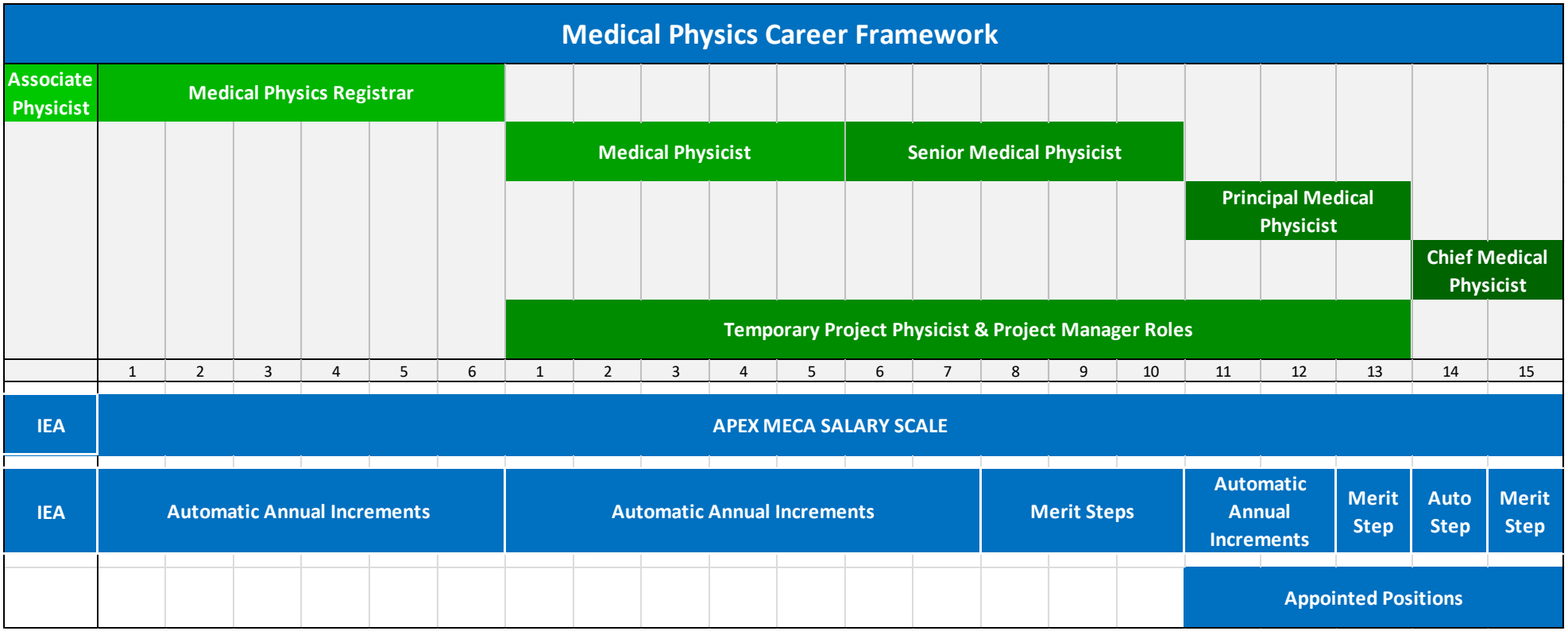
What is the medical physics career framework?

The Medical Physics Career Framework

- ensures that the Medical Physics workforce is equipped to meet current and future health care needs of our population
- enables the service to achieve the skill mix that is needed to maximize efficiency as well as facilitating learning, growth, and succession planning of each member of the workforce.
- supports the growth and development of the Medical Physics workforce through a system of expert clinical and leadership roles
- supports a consistent and transparent approach to career progression within Capital & Coast DHB
- is aligned with the APEX-DHBs Medical Physicists MECA 2013 to 2018
- applies to all medical physicists, medical physics registrars and associate physicists employed at Capital & Coast DHB
- is a living framework that may change and develop with changes in the health needs of our population, service delivery models and changes in the APEX-DHBs Medical Physicists MECA

The medical physics career framework



Medical Physics Career Framework

LEVEL	DESCRIPTION
Associate Physicist	• Has a university degree in physics and may have qualifications in medical physics • Practices across all speciality areas of medical physics, dependent on experience • Participates in clinical practice and service development projects • Works under supervision and direction of a medical physicist
Medical Physics Registrar	• Enrolled in the ACPSEM training program • Undertakes a mix of clinical service work, clinical training and academic study • Practices across all specialty areas of medical physics • Participates in clinical practice and service development projects • Works under supervision of a medical physicist
Medical Physicist	• Registered as a radiation oncology medical physicist by ACPSEM or an equivalent overseas body. • Practices across all specialty areas of medical physics • Participates in clinical practice and service development projects • Models high standards of professional practice • Participates in registrar training • Supports and supervises work done by registrars and associates
Senior Medical Physicist	• Registered as a radiation oncology medical physicist by ACPSEM or an equivalent overseas body. • Leads one or more minor specialty areas of medical physics • Leads service development projects • Models and promotes high standards of professional practice • Participates in registrar training • Supports and supervises work done by registrars and associates
Principal Medical Physicist	• Registered as a radiation oncology medical physicist by ACPSEM or an equivalent overseas body. • Leads one or more major specialty areas of medical physics • Leads major service development and clinical practice projects • Directs and supports work done by other staff in the specialty area • Contributes expert knowledge and skills, and brings innovation and strategic direction in a particular field • Exercises a high degree of professional autonomy and will be recognised as a national clinical expert within their speciality areas. • Plays a pivotal role in the integration of research evidence into practice by implementing new models of practice. • Takes a key role in the training of medical physics registrars.
Chief Medical Physicist / Team Leader	• Registered as a radiation oncology medical physicist by ACPSEM or an equivalent overseas body. • Leads and manages the delivery of medical physics services and has overall supervisory responsibility for the medical physics staff. • Brings expert judgement, knowledge and experience to the delivery of the clinical governance agenda. • Provides day to day leadership, operational management and planning for the team in order to deliver a sustainable, high quality service that contributes to the achievement of organisational goals. • Provides professional leadership for profession, with a focus on workforce development, safe and high quality care, outcomes focussed practice and integration that supports strategic development and organisational priorities.

How does progression through the Medical Physics Career Framework occur?

Progession through the framework						
	Associate Physicist	**Medical Physics Registrar**	**Medical Physicist**	**Senior Medical Physicist**	**Principal Medical Physicist**	**Chief Medical Physicist**
Progression process	Advertised as vacancies arise.	Training position, fixed term for up to 5 years. Advertised by DHBs nationally in September / October each year or as vacancies arise. Candidates apply via normal appointment processes.	Appointed position. Advertised as vacancies arise. Internal qualifying registrars and external candidates apply via normal appointment processes.	Medical physicists progress to senior medical physicist through automatic salary step progression to step 6, and are asked to formally accept the Senior Physicist role description and title.	Appointed position. Advertised as vacancies arise. Internal and external candidates apply via normal appointment processes.	Appointed position. Advertised as vacancies arise. Internal and external candidates apply via normal appointment processes.
Automatic salary steps		Registrar 1 to 6	1 to 5	6 to 7	11 to 12	14
Merit salary steps		na	na	8 to 10	13	15
Merit progression	According to IEA framework at CCDHB	Registrars who have an MSc will be placed on step 2 as a minimum. Registrars who have a PhD will be placed on step 3 as a minimum. Registrars will only progress to step 6 if they have an MSc or PhD.		Progression to steps 8, 9 or 10 is by merit, dependent on job content, skill shortage, responsibilities of the position, or employee's level of performance. Progression recognises that clinical skills, knowledge and responsibility as well as managerial and leadership responsibilities are rewarded. CCDHB annual performance review and professional development objectives must be achieved.	Progression to step 13 is by merit, dependent on job content, skill shortage, responsibilities of the position, or employee's level of performance. Progression recognises that clinical skills, knowledge and responsibility as well as managerial and leadership responsibilities are rewarded. CCDHB annual performance review and professional development objectives must be achieved.	Progression to step 15 is by merit. CCDHB annual performance review and professional development objectives must be achieved.

Temporary Project Physicist and Project Manager Roles

Project Physicist and Project Manager roles may be offered from time to time. These will be advertised internally, usually through a competitive, expression-of-interest process. Staff taking up these project roles will have their normal duties varied in writing as required for the specific project, but will retain their current title and salary step.

Role descriptions

Role descriptions for all roles can be found in the g: Medical Physics network folder under Physics Team Organisation. These are updated from time to time in consultation with medical physics staff.

Salary placement

Employees moving into registrar, medical physicist, senior physicist, principal physicist or chief physicist roles for the first time will start on the first MECA salary step for that role.

Employees moving to Capital & Coast DHB from other employers into registrar, medical physicist, senior physicist, principal or chief physicist roles will start on the salary step that matches their previous experience in that role according to the MECA salary progression rules.

Employees on IEAs will have their salary set and reviewed in line with the prevailing Capital & Coast DHB policy.

Professional development

Professional development is an on-going requirement for all Medical Physics staff members. The needs of each staff member will change over the duration of their career and as they move through the career framework.

Professional development activities include a mix of the following

- Internal Capital & Coast DHB mandatory and other relevant training
- Internal Capital & Coast DHB leadership and management training (for senior, principal and chief physicists)
- Attending or presenting at internal medical physics seminars or cancer centre journal club meetings
- Attending or presenting at relevant external scientific conferences and workshops
- Attending external training courses
- Involvement in professional activities
- Publishing work in scientific journals
- Provision of internal teaching and training
- Supervision of students or registrars
- Structured self-study such as reviewing journal articles and scientific/technical reports, or participating in online education

Each Medical Physics staff member will be asked to plan their development activities for the July to June Capital & Coast DHB financial year in conjunction with the Chief Medical Physicist. The performance appraisal cycle is October to September. Both individual and Capital & Coast DHB service priorities will be considered when planning professional development activities.

Medical physicists who are registered by the ACPSEM must meet a requirement of 50 CPD points per year, averaged over 5 years, in order to retain registration. These medical physicists will be asked to provide evidence of their CPD points at annual performance appraisal.

Medical physicists who are registered by an overseas body will also be asked to provide evidence that they meet the CPD requirements of their registering body.

Budget for external activities that involve a cost to Capital & Coast DHB will be allocated on the basis of individual need, cost, previous funding and fit with Capital & Coast DHB policy and service priorities.

Performance planning and development

Performance planning and development will be ongoing through-out the year with periodic meetings between staff and the chief and/or principal physicists and a formal annual review session.

Merit step increases will be tied to the performance planning and development framework.

Medical Physics performance planning and development documents can be found in the g: Medical Physics network folder under Physics Team Organisation.