

## Patient Navigator - Haematology

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Company: The Royal Melbourne Hospital

Location: Parkville

Category: healthcare-practitioners-and-technical

## Patient Navigator - Clinical Haematology

### Experienced Administrative Assistant

**Join the largest Haematology services in the country**

**Full time, ongoing, 80hrs/fortnight including monthly ADOs**

The Clinical Haematology service is a unified department formed between Peter MacCallum Cancer Centre and The Royal Melbourne Hospital and is the largest haematology service in the country. We provide evidence based care for haematology patients from across Melbourne within eight specialised disease groups, each led by a motivated and nationally recognised clinical leader in their area.

### Your new role:

We are looking for passionate and dedicated individual to join our Clinical Haematology team based at at The Victorian Comprehensive Cancer Centre. The Clinical Haematology service is looking for a Patient Navigator who will be integral members of the Clinical Haematology team, specifically in the area of Acute Leukaemia and Bone Marrow Transplant. Your main roles include:

Provide first line responses to incoming calls from patients, carers and referrers in the community needing assistance

Provide administrative support to the growing Clinical Haematology Service

Ensure efficient and effective management of disease group leads diary and daily activities

Work closely with Senior Medical Staff, Nurse Consultants and other administrative staff

### **About You:**

High level administrative and organisational skills

Time management skills and the ability to prioritise workload

Drive and initiative

Ability to work as part of a team

### **Benefit of working with The Royal Melbourne Hospital**

**Career progression opportunities to suit your professional development goals. Enjoy excellent work-life balance working in a supportive and collaborative team Salary packaging, onsite car parking and, close to public transport**

The RMH is proud to be a workplace that champions diversity, inclusion and equality for our staff and our community. Our goal is for our people to feel safe, included and supported so that they can be at their best every single day. We encourage talented people from all backgrounds, abilities and identities to apply to our vacancies, and will consider adjustments to support such applications.

Interested?

If you are looking for a challenging role and can demonstrate the above capabilities, connect with us.

For a confidential discussion please connect via the details below.

All appointments are made subject to a satisfactory Criminal History Record Check and a Working with Children Check (WWCC only for NWMH advertisements). Successful applicants will be required to provide evidence of an immunisation assessment and COVID-19 Vaccination prior to commencement.

**Please note, advertising may cease prior to closing date.**

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