

DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Senior Anaesthetic Registrar
Position Number:	513006
Classification:	Medical Practitioner Level 5-11
Award/Agreement:	Medical Practitioners (Public Sector) Award
Group/Section:	Hospitals South – Surgical and Perioperative Services
Position Type:	Permanent, Full Time
Location:	South
Reports to:	Director - Department of Anaesthesia & Perioperative Medicine and Supervisor of Training in Anaesthesia
Effective Date:	March 2022
Check Type:	Annulled
Check Frequency:	Pre-employment
Essential Requirements:	<p>General or limited registration with the Medical Board of Australia</p> <p>Enrolled in the relevant speciality training program</p> <p><i>*Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee's responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer if a registration/licence is revoked, cancelled or has its conditions altered.</i></p>
Desirable Requirements:	Has successfully completed all fellowship examinations relevant to their training program and employment, and is within 1 year of obtaining specialist fellowship

NB. The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.

Primary Purpose:

The Senior Anaesthetic Registrar will gain a broad range of experience in all areas of anaesthetic practice.

The Senior Anaesthetic Registrar will be involved in routine duties of the Anaesthetic Department as determined by the Director and will work under the supervision and guidance of anaesthesia specialists, in accordance with ANZCA regulations.

This is a “Hospital” Registrar position (as per the Tasmanian Anaesthetic Training Program definition) and will not require rotation to other Hospitals. The Anaesthetic Registrar will be rostered to ensure that an appropriate case-mix of elective and emergency clinical activity is available during the training period. Subspecialty experience will be provided whenever possible.

Our department endeavours to allocate operating lists to Anaesthetic Registrar, according to their preferences and training needs. There is opportunity for some independent clinical practice, in accordance with ANZCA regulations. The Anaesthetic Registrar will be expected to mentor junior anaesthetic trainees, play an active role in rostering of anaesthetic registrars and plan/organise the education/teaching program for anaesthetic trainees. Participation in research projects in the department is strongly encouraged.

The Senior Anaesthetic Registrar will gain a broad range of experience in all areas of anaesthetic practice.

Duties:

1. Provide services in Anaesthesia including diagnosis, treatment and care for patients, both inpatient and outpatient at the Hospitals.
2. Participate in departmental teaching/education programs.
3. Participate in research in Anaesthesia.
4. Participate in an out-of-hours Anaesthetic Registrar roster.
5. Participate in administrative matters as required by Director of the Department of Anaesthesia.
6. Participate in continuous quality improvement activities.
7. Observe all hospital policies and procedures and statutory regulations.
8. Actively participate in and contribute to the organisation’s Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives and related training.
9. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

Key Accountabilities and Responsibilities:

- Provide a high quality service under the direction of the Director of the Department of Anaesthesia to patients of the Hospitals, by:
 - Providing appropriate clinical care to patients, under appropriate level of supervision as stipulated by Australian and New Zealand College of Anaesthetists.
 - Coordinating the follow-up care of patients.

- Attending inpatient rounds and consulting clinics as scheduled.
- Contributing to an after-hours on-call service in accordance with a roster.
- Ensuring effective communication with care providers, to promote continuity of patient care.
- Ensuring appropriate and high-quality documentation in patient records.
- Demonstrate a commitment to continuous service improvement by participating in:
 - Attending clinical and departmental meetings.
 - The development of clinical guidelines and protocols.
 - Participating in department audit and quality assurance activities;
 - Participating in quality improvement programs undertaken by the Hospitals;
 - Participating in College-based programs directed towards maintaining the highest standards of professional care; and
 - Participating in personal performance appraisal.
- Demonstrate a commitment to personal and professional development by:
 - Attending educational programs to maintain and enhance knowledge.
 - Meeting the training standards and requirements of the Australian and New Zealand College of Anaesthetists.
 - Participating in programs designed to provide personal growth and development.
- Demonstrate a commitment to the provision of a multidisciplinary approach to clinical care by:
 - Working harmoniously with all members of the clinical team.
 - Being responsive to the expectations and needs of both clinical and non-clinical colleagues.
- Engender a consumer focus in service delivery by:
 - Ensuring consumers are able to exercise their rights and responsibilities.
 - Ensuring that patients and families are given adequate information upon which to base treatment decisions and follow up.
 - Ensuring respect for patients' dignity and maintenance of confidentiality of medical information.
 - Demonstrating empathy for patients and their families.
- Provide appropriate support, direction and training to trainee medical officers, nurses and medical students and paramedical personnel by:
 - Participating in the education of trainee medical staff, nurses, medical students and paramedical personnel.
- Participate in and contribute to the academic life of the Department by:
 - Conducting research.
 - Participating actively in educational activities eg: Grand Rounds, Department Meetings, and Journal Club.

- Promote and contribute to the maintenance of a safe working environment by:
 - Complying with work health and safety and welfare policies and other written arrangements for work health and safety and welfare at work.
 - Participating in relevant occupational health, safety and welfare programs.
 - Complying with any reasonable instruction and following safe-work practices in relation to work health, safety and welfare at work.
 - Participating in training programs and on-the-job training programs for occupational health, safety and welfare.
 - Reporting all incidents, accidents and observed hazards to their supervisor or manager as soon as possible and assisting in the investigation process.
 - Supporting the role of the health and safety representatives by keeping them informed of any issues relating to health, safety and welfare in the workplaces.
 - Ensuring that you are not, by the consumption of alcohol or a drug, in such a state as to endanger your own health, safety at work or the health and safety or any other person.
 - Participating in appraisals to evaluate Work Health and Safety performance.
- Where applicable, exercise delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
- Comply at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.
- Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives, safeguarding practices for vulnerable people, and related training.

Pre-employment Conditions:

It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.

The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

1. Conviction checks in the following areas:
 - a. crimes of violence
 - b. sex related offences
 - c. serious drug offences
 - d. crimes involving dishonesty
2. Identification check
3. Disciplinary action in previous employment check.

Selection Criteria:

1. Demonstrate commitment and aptitude for a career in anaesthesia including reference to appropriate work experience, professional practice, and career goals
2. Demonstrate an appropriate academic history, an aptitude for advanced study and learning, and knowledge of and the capacity to complete the ANZCA training program
3. Demonstrate good clinical, technical and management skills and the ability to manage patients within clinical practice with specific reference to the discipline of anaesthesia as appropriate
4. Demonstrate appropriate professional attributes for a career in anaesthesia. Consider:
 - the interpersonal, communication and professional skills required to work within complex health care environments, with multidisciplinary teams of medical, nursing and health professional staff, and to work well in stressful situations.
 - the ability to interact effectively and respectfully with all patients and staff in a caring, ethical, and professional manner.
5. Demonstrate understanding of quality improvement principles and the ability and aptitude to participate in research activities and quality assurance processes.
6. Demonstrate capacity for undergraduate and postgraduate teaching
7. Demonstrate insight including self-reflection, the ability to accept feedback about oneself, to provide feedback to others and to seek help and advice when needed.

Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000*. The Department supports the [Consumer and Community Engagement Principles](#).