



HSS REGISTERED

Registrar – Short Term Specialist Trainee – AHS General Medicine

Medical Practitioners Agreement: Year 1-7

Position Number: 510409

General Medicine / Short Term Specialist Trainee

Armadale Hospital / East Metropolitan Health Service (EMHS)

Reporting Relationships

Director of Clinical Services AKG
Position Number: 005986



Head of Department
Position Number: 006109



This Position



Directly reporting to this position:

Title	Classification	FTE



Also reporting to this supervisor:

- Various

Key Responsibilities

Provides a high standard of medical care as a Medical Registrar in a Short-Term Specialist Trainee role, to the patients admitted to the General Medicine/Medical Admissions Unit, Armadale Health Service (AHS). Works under the supervision of the General Medicine Physicians and within a multidisciplinary team.

EMHS Vision and Values

Our Vision

***Healthy people, amazing care.
Koorda moort, moorditj kwabadak.***

Healthy people refers to the commitment we have as an organisation to ensure our staff, patients and the wider community have access to comprehensive healthcare services, in order to maintain healthy lives.

Amazing care reflects the sentiment of those consumers accessing our healthcare services from feedback provided to us. This common statement resonates with the health service, and reflects our intentions in our practice and work every day.

As a health service which celebrates diversity of culture and languages, it is also important that our vision is shared in the Noongar language.

Our Values

Our Values reflect the qualities that we demonstrate to each other and our community every day. Our staff make a difference every day to the patients, families and consumers they provide care, advice and support to. The EMHS values capture the shared responsibility that we uphold as most important, which are:

- **Kindness** – kindness is represented in the support that we give to one another. This is how we demonstrate genuine care and compassion to each and every person.
- **Excellence** – excellence is the result of always striving to do better. This is represented by constant improvements to the way in which we deliver our services, which results in a high performing health service.
- **Respect** – we demonstrate respect through our actions and behaviours. By showing each other respect, in turn we earn respect.
- **Integrity** – integrity is doing the right thing, knowing it is what we do when people aren't looking that is a true reflection of who we are.
- **Collaboration** – collaboration represents working together in partnership to achieve sustainable health care outcomes for our community with a shared understanding of our priorities.
- **Accountability** – together we have a shared responsibility for ensuring the best health care outcomes for our community. This is a reminder that it is not only our actions, but also the actions we do not do, for which we are accountable.

Brief Summary of Duties (in order of importance)

1. Clinical Duties

- 1.1 Provides patient care and assessment of medical patients under the supervision of Consultants and ensures a detailed history and physical examination is undertaken for each presentation/admission.
- 1.2 Provides accurate and satisfactory written documentation of each episode of patient management.
- 1.3 Checks investigation results and follows up abnormal results with Consultant.
- 1.4 Organises requests for pathology, radiology and other investigations.
- 1.5 Counsels patients and relatives.
- 1.6 Ensures effective discharge planning occurs with involvement of the patient, family and/or other care providers.
 - Completes discharge summaries promptly, ensuring patients, general practitioners and other care providers have adequate information to continue care;
 - Ensures discharge summaries are succinct and include all Medical conditions, co-morbidities, procedures and treatments and medication list.
 - Arranges discharge medications in advance if possible.
- 1.9 Carries out assessment and procedures, within their capability.
- 1.10 Communicates with patient's next of kin, General Practitioner (GP) and Specialist as appropriate.
- 1.11 Works within a multidisciplinary team regarding patient management plans.
- 1.12 Completes documentation required at the time of death, including death certificate or referral to Coroner and telephones the GP to advise of death.
- 1.13 Participates in the seven day a week departmental roster and participates in on-call.
- 1.14 Participates in Medical Emergency (MET) calls.

2. Education / Training / Research

- 2.1 Undertakes on-going professional development to maintain professional and technical skills.
- 2.2 Active involvement in the educational activities of the General Medicine department.
- 2.3 Attends where possible, the regular clinical meetings and presents a clinical case, as rostered.
- 2.4 Assists with and participates in staff training and development programs.
- 2.5 Offers support to Interns and Residents attached to the service.

3. Quality Assurance / Performance Management

- 3.1 Participate in departmental quality assurance activities and data collection.
- 3.2 Participate in a continuous process to monitor, evaluate and develop own performance.

4. EMHS Governance, Safety and Quality Requirements

- 4.1 Participates in the maintenance of a safe work environment.
- 4.2 Actively participates in the Peak Performance program.
- 4.3 Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 4.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 4.5 Performs duties in accordance with the EMHS Vision and Values, WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act and Government, WA Health, EMHS and Departmental / Program specific policies and procedures.

5. Undertakes other duties as directed.

Work Related Requirements

The following criteria should be read together with the Brief Summary of Duties and considered in the context of the EMHS Values.

Essential Selection Criteria

1. Eligible for registration by the Medical Board of Australia.
2. Demonstrate eligibility for a training position via a short-term specialist training pathway with the Royal Australasia College of Physicians (RACP).
3. Demonstrated clinical and procedural experience as a registered medical practitioner in an Australian comparable hospital setting.
4. Demonstrated ability to make informed and timely decisions regarding assessment, diagnosis, follow-up, health maintenance and promotion.
5. Demonstrated effective written and verbal communication skills with the ability to interact appropriately with patients, their families and staff of all levels.
6. Ability to work within a multidisciplinary team environment.
7. Demonstrated ability to identify and respond to the health needs and expectations of individual patients, families and carers.
8. Demonstrated organisational and time management skills
9. Demonstrated awareness of safe clinical practice within own limitations and the environment in which practicing.
10. Demonstrated interpersonal and conflict resolution skills

Desirable Selection Criteria

1. Recognised as a trainee with the appropriate post graduate training college such as Royal Australasian College of Physicians (RACP).
2. Demonstrate a commitment to reflective learning, and the creation, dissemination, application and translation of medical knowledge including research.
3. Demonstrated commitment to continuous improvement of patient outcomes and patient experience.
4. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery

Appointment Prerequisites

Appointment is subject to:

- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- WA Working with Children Check
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.
- Evidence of registration by the Medical Board of Australia must be provided prior to commencement.

Certification

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

Dr Dharjinder Rooprai		HE160666	7 May 2019
Manager / Supervisor	Signature or	HE Number	Date
Monica Taylor		HE21038	7 May 2019
Dept. / Division Head Name	Signature or	HE Number	Date

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

Occupant Name	Signature or	HE Number	Date
Effective Date			

HCN Registration Details (to be completed by HSS)

Created on November 2016 Last Updated on