



Position Description

Title	Haematology Registrar
Department	Clinical Haematology Department
Classification	Senior Registrar (JK10)
Agreement	AMA HMO Heads of Agreement 2006
Responsible to	Department Head, Clinical Haematology Department

The Royal Children's Hospital is committed to a philosophy and practice of quality management to ensure the best possible services to patients. This entails an organisational structure which

- Devolves decision making and accountability, within clearly defined delegations, to patient care providers as close as possible to the consumer.
- Encourages and supports teamwork and coordination amongst staff.
- Develops the participation of consumers and workers in the planning and evaluation processes.

Purpose

The aim of the training program is to allow the Haematology Registrar to become conversant in all aspects of laboratory and clinical haematology, with particular respect to women's and children's health.

Responsibilities

- a) Automated Cell Counting
 - familiarisation with equipment (Coulter & Technicon H3)
 - understanding of algorithms to decide need for film examination
 - quality control
- b) Peripheral Blood Morphology Reporting
- c) Bone Marrow Aspirate (and trephine) Performance and Reporting
- d) Coagulation Therapy
 - indications for testing
 - appropriate methodology
 - quality control
 - interpretation & reporting of results
- e) Red Cell Enzyme and Membrane Techniques
 - indications for investigation
 - methodology
 - interpretation & reporting
- f) Thalassaemia and Haemoglobinopathy
 - principles of antenatal screening
 - methodology
 - quality control
 - interpretation & reporting

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- g) Flow Cytometry
 - principles of procedure
 - selection of appropriate antibodies
 - interpretation & reporting
- h) Bone Marrow Transplant
 - principles of cell processing
 - principles of product supply
 - interpretation & reporting
- i) Molecular Diagnostics
 - indications for testing
 - principles of procedure
 - interpretation & reporting
- j) Miscellaneous Haematology Tests
 - indications
 - methodology
 - interpretation & reporting
- k) Blood Bank
 - principles of antenatal serology & blood product supply
 - methodology
 - quality control
 - interpretation & reporting

In all areas the emphasis will be on attaining a level of understanding that enables appropriate decisions with respect to choice of test, performance of test, adequate quality control, and interpretation and reporting.

The Haematology Registrar will also be expected to become involved in:

- Clinical liaison and provision of clinical haematology services (non-malignant) especially anticoagulant management in pregnancy and childhood, transfusion medicine services, care of haemophilia and related bleeding disorders. This will include ward service and outpatient clinics as directed.
- The laboratory quality system.
- Be aware of and work in accordance with Hospital policies and procedures, including Occupational Health and Safety, Equal Employment Opportunity and Confidentiality.
- Be respectful of the needs of patients, visitors and other staff and maintain a professional approach to all interactions.

Duties (Operational Roles)

- Liaise with laboratory and ward staff
- Advise consultants of all patient care
- Use Medipath and departmental database
- Record all clinical activity in medical records
- Discharge summaries, as required

Key Performance Indicators

At the completion of the one-year program, the Haematology Registrar should be competent in:

- Performing bone marrow aspirates
- Making basic morphological diagnosis on bone marrow or peripheral blood
- Clinical interpretation of a wide range of haematological investigations.
- Providing competent clinical care of children with haematological problems
- Provide clinical transfusion management.

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Qualifications / Experience

This position is suitable for advanced trainees in paediatrics or haematology

Skills (Operational Roles)

- Demonstrate technical skills
- Well developed interpersonal skills
- Ability to coordinate care in complex patients
- Professional manner in dealing with all Hospital staff as well as patients and their families

Attributes

- Careful, caring and conscientious approach
- Demonstrate an ability to communicate well
- “can do” and flexible approach
- Balancing sometimes competing and conflicting priorities
- Time management and prioritising
- Professional demeanour

Organisational Relationship

The Haematology Registrar will be supervised by a consultant haematologist on a day-to-day basis, however, in addition will have a formal ‘review of progress’ meeting with the Department Head every three months. This meeting will allow bi-directional feedback and aim to rectify any perceived problems by supervisor or trainee.

Internal relationships

- Clinical staff
- Laboratory staff

External relationships

- External health care providers

Developed:	October 2004
Developed by:	Department Head, Clinical Haematology Department
Date of next Review:	July 2009
