



### **Our vision**

To be a great children's hospital

### **Our values**

Unity, passion, integrity, respect, excellence

### **Our goals**

Excellence in healthcare  
Leadership in research and education  
Focus on quality and safety  
Partners in paediatric care  
Improved organisational environment

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## **Position Description**

<b>Title:</b>	Fellow
<b>Department:</b>	Ophthalmology
<b>Agreement:</b>	AMA HMO Agreement 2002, Heads of Agreement 2008
<b>Classification:</b>	HM24 to HM30, according to level of experience.
<b>Responsible to:</b>	Director, Department of Ophthalmology

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The Royal Children's Hospital (RCH) in Melbourne is a leading provider of specialist public health services for children and adolescents and is the major specialist paediatric hospital in Victoria, caring for children from Tasmania and southern New South Wales as well as other states around Australia and overseas.

The Royal Children's Hospital is embarking on an exciting chapter in its history with the State Government announcing it would build a state-of-art, "world class" children's hospital for Victoria. In order to design a new hospital we must first consider the health needs of Victorian children and their families in 2011 and beyond. The care they need, will determine the type of facilities required. In redesigning the care we provide we must look at RCH as an organisation - the people, processes and systems must fit as well as the facilities. Therefore, the *Building our Future* program has been established to coordinate a large number of projects relating to building the new hospital and organisational development projects associated with designing a renewed organisation.

With a staff of over 3,900 and an annual operating budget of \$270m RCH has an international reputation as a centre of clinical excellence and is a state-wide teaching, training and research hospital providing tertiary, secondary and primary infant, child and adolescent health services.

RCH is committed to a philosophy and practice of Patient and Family Centred Care and quality management to ensure the best possible services to patients. This entails an organisational structure which:

- Devolves decision making and accountability to patient care providers as close as possible to the consumer
- Encourages and supports teamwork, professional development and growth of its staff
- Seeks input and participation of consumers and employees in the planning and evaluation processes.

RCH has a variety of research and academic partners including Murdoch Children's Research Institute (MCRI), The University of Melbourne, La Trobe University and RMIT University for teaching medical and postgraduate nursing students and for postgraduate study and medical research as well as a number of community based partners.

Further information on RCH is available at <http://www.rch.org.au/>

## **Purpose**

- To gain specialised knowledge and skills in the provision of paediatric ophthalmic care under the supervision of the consultant staff of the Royal Children's Hospital.
- Gain experience in teaching and supervision of junior staff.
- Involvement in clinical audit and research project(s).

## **Individual training or development objectives**

- Expect competence in management of less common paediatric ophthalmic conditions.
- Expected to participate in and submit for publication one research project.
- Develop competent examination skills for assessment of paediatric ophthalmic conditions.
- Competence to manage common paediatric ophthalmic conditions.
- Awareness of management of rare paediatric ophthalmic conditions and appropriate referral practice (ie. when to seek help).
- Participation in CQI process.

## **Qualifications required**

- MBBS
- Completed 4 years of accredited training and passed RANZCO Part II (or equivalent). On occasions an exception to this requirement may be made.

## **Experience required**

- Completed basic ophthalmology resident/registrar training.

## **Position summary**

- Care of department inpatients and outpatients, reporting to responsible consultant or head of department.
- Contribute to research and CQI activities of department.
- Provision of out of hours on-call service
- Completion of at least one research project.

## **Key areas of responsibility within the department**

### **Inpatients**

#### Day Patients:

- Pre-operative assessment.
- Surgical care (under direction of consultant)
- Supervise discharge (including completion of all relevant hospital documentation).

#### Emergency Patients:

- Assessment at admission.
- Surgical care (as directed).
- Daily review and discussion with responsible consultant.
- Supervise discharge process (as above).
- Coordinate inpatient consultation service and liaise with consultant staff

### **Outpatients**

- Fellow's outpatient practice is more independent than registrar's. Regular discussion of patients seen with the appropriate consultant is expected to occur.

### **Administrative tasks**

- **Discharge summaries:** Complete at time of discharge.

### **Departmental meetings**

- Attend monthly review meetings and present inpatient consultation report.

### **Departmental training activities**

- Direct supervision of registrars.
- Review meeting.
- Annual Registrars' seminar.

### **Communication / lines of responsibility**

- Registrar → Fellow → Consultant → Department Head.

### **People management**

- Considerable role for registrar and resident supervision and mentoring. Other staff relationships are more of a cooperative nature rather than supervisory roles.

### **General hospital responsibilities**

- None.

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**Developed:** July 2009  
**Developed by:** A/Prof James Elder, Director, Department of Ophthalmology  
**Date of next Review:** July 2012

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