

## Position Description

<b>Position title</b>	2026 General Medicine (ACEM) Fellow
<b>Department / Division</b>	General Medicine / Medicine
<b>Classification</b>	HM25-HM30
<b>Position reports to</b>	Operational: Clinical Lead, Short Stay Unit Professional: Director, General Medicine
<b>No. of direct &amp; indirect reports</b>	n/a
<b>Location</b>	The Royal Children's Hospital, Flemington Road, Parkville
<b>Risk category</b>	Category A - works in a direct patient contact role and has or potential to have exposure to blood or body fluids.

<b>The Royal Children's Hospital</b>
<p>The Royal Children's Hospital's (RCH) vision is A world where all kids thrive.</p> <p>RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.</p> <p>RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria. Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.</p> <p>We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <a href="https://www.rch.org.au/quality/child-safety/">https://www.rch.org.au/quality/child-safety/</a>.</p> <p>RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.</p> <p>Further information on RCH is available at <a href="http://www.rch.org.au">www.rch.org.au</a></p>

ROLE PURPOSE
<p>To provide experience and training in paediatric General Medicine and is an excellent opportunity for an ACEM trainee completing the joint training program in Paediatric Emergency Medicine to develop Gen Med skills and experience.</p> <p>This role provides an opportunity for exposure to multiple disciplines within General Medicine. It predominantly involves inpatient and outpatient service and night medical lead work, and the successful candidate will have access to formal mentorship and leadership development within the role.</p> <p><b>Night Medical Lead:</b></p> <p>The RCH has undertaken a project which has resulted in a significant remodelling of staff and communications across teams after hours. The Medical Lead position will mentor and lead junior medical staff, collaborate with the after-hours team across the hospital, and manage clinical resources to meet the demands of increasing patient acuity across General Medicine and Specialty Units and patient flow challenges after hours.</p> <p>The Lead will be required to supervise junior trainees in managing their workload, including admitting and discharging patients. They will attend night handover using resources such as the electronic medical task board and the patient tracker to assess workload and reallocate resources as necessary to meet demands. They will also undertake general clinical duties in times of high workload.</p> <p><b>Hours:</b></p> <p><b>General Medicine (ACEM) Fellow:</b> 86hrs fortnight / pro rata</p> <p><b>Night Medical Lead:</b> 21.00 – 09.00 Wednesday-Friday or 21.00 - 09.00 Saturday and Sunday</p>
KEY ACCOUNTABILITIES
<p><b><u>Clinical Services</u></b></p> <ul style="list-style-type: none"> <li>• Provision of clinical care in the inpatient setting, including liaison with other Gen Med Inpatient teams; Subspecialty teams; Nursing and Allied Health teams</li> <li>• Opportunity to be first consultant on-call during receiving periods</li> <li>• In Night Medical Lead capacity, attend ward reviews, admit and discharge patients, and assist with patient flow throughout the hospital, support and coordination of junior medical staff workload.</li> <li>• Attend clinical night handover</li> <li>• Provision of clinical care in the outpatient setting, including liaison with both RCH outpatient units and external providers</li> </ul> <p><b><u>Education</u></b></p> <ul style="list-style-type: none"> <li>• Attendance at Gen Med/RCH educational activities, including weekly education, journal club, grand rounds, Radiology meeting, M&amp;M meeting and Gen Med weekly meeting</li> <li>• Timely completion and compliance with all hospital mandated training</li> <li>• Active contribution to education of junior staff, nursing, allied health and medical students as appropriate</li> <li>• Undertake a clinical research project as applicable</li> </ul>

### **Non Clinical**

- Timely and accurate completion of patient related documentation, including EMR encounters, ward round documentation, outpatient documentation and any other required documentation relevant to enhancing continuity of care
- Allocation to a non-clinical portfolio, including outpatients, morbidity and mortality, wellbeing, education, procedures under sedation etc
- Foster teamwork and communication amongst after hours staff, working closely with the Hospital After Hours Team
- Provide mentorship for junior medical staff

### **Performance Review**

- Participate in self-reflective practice

## **QUALIFICATIONS AND EXPERIENCE**

### **Essential:**

- MBBS or equivalent
- AHPRA Registration and eligibility for registration within Victoria
- International Medical applicants need to have a score of 7 or above in all bands IELTS test

ACEM trainees completing the joint training program in Paediatric Emergency Medicine will be prioritised for this role. RACP trainees (Paeds) may also apply and will be considered if there is no suitable ACEM candidate.

## **KEY SELECTION CRITERIA**

- Qualifications as noted above
- Highly evolved communication skills
- Strong leadership skills desirable
- Highly motivated and enthusiastic
- Adaptable and flexible

## **OTHER REQUIREMENTS**

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

## **IMPORTANT INFORMATION**

All employees are required to adhere to the Royal Children's Hospital Values:

- Curious - We are creative, playful and collaborative

- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

#### **RCH COMPACT**

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other
- I bring a positive attitude to work – I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters
- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

#### **QUALITY, SAFETY AND IMPROVEMENT**

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

**The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.**

Position description last updated

May 2025