

Position Description

Position title	Unaccredited Registrar
Department / Division	Neurosurgery
Classification	HM 25 to HM 30
Position reports to	Director of Neurosurgery
No. of direct & indirect reports	nil
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category A - works in a direct patient contact role and has or potential to have exposure to blood or body fluids.

The Royal Children's Hospital
<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 https://www.rch.org.au/quality/child-safety/.</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 www.rch.org.au</p>

ROLE CONTEXT (Optional)
The neurosurgery unaccredited Registrar works within the team of Neurosurgical JMOs which include a SET training Registrar and two Fellows.

ROLE PURPOSE
The role of the Neurosurgical registrar is to develop diagnostic and management skills in paediatric neurosurgery and to be introduced to surgical skills. The position involves supported care of neurosurgical patients and their families both in the wards, emergency department, theatre and in the outpatient setting. It is complemented through a structured education program and participation in clinical care, decision making and theatre.

KEY ACCOUNTABILITIES
<p>Clinical</p> <p>Inpatients</p> <ul style="list-style-type: none"> Assessment of new patients and communication with Fellow / consultants to formulate an investigation and management plan. Work collaboratively with the Resident and JMO team to organise and enact the management plan. Attend twice daily unit handover via Microsoft teams. Ensure patients are prepared for the operating theatre and that consent is signed. Attend operating theatre and assist with procedures. Attend post-operative care as required. Ensure adequate follow-up is organised. Assist the Resident with communication with community care providers e.g. preparation of discharge summaries. <p>Outpatients</p> <ul style="list-style-type: none"> Attend Neurosurgery outpatients and see both post-operative follow-ups and new patients liaising with consultant staff. <p>After hours</p> <ul style="list-style-type: none"> On call work as required by the Department and on call Neurosurgeon. Maintain records and document on call activity as per the Department and RCH policies. <p>Administrative</p> <ul style="list-style-type: none"> Preparation and presentation of the fortnightly unit audit in collaboration with the JMO team. Preparation of the fortnightly pathology meetings in collaboration with the JMO team. Attend weekly neuroradiology, neuro-oncology and epilepsy surgery meetings. <p>Education and research</p> <ul style="list-style-type: none"> Participate in departmental educational activities. Be involved in the teaching of paediatric residents and registrars. Support clinical research within the department as appropriate.

QUALIFICATIONS AND EXPERIENCE
<p>Essential:</p> <ul style="list-style-type: none"> MBBS or equivalent <p>Desirable:</p> <ul style="list-style-type: none"> Applicants seeking a career path in Neurosurgery. Experience in care of neurosurgical or surgical patients, or paediatric patients would be an advantage.

KEY SELECTION CRITERIA
<ul style="list-style-type: none"> Evidence of good communication and time management skills. The ability to build and maintain working relationships with team members and external stakeholders.

OTHER REQUIREMENTS
<ul style="list-style-type: none"> 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

October 2023