

Position Description

Position Title	Paediatric Surgical Registrar		
Unit / Branch	Paediatric Surgery/Paediatric Urology		
Classification	HM25-HM30	Employment Status	Full Time, Fixed term
Position reports to	Director of Paediatric Surgery – Mr Joe Crameri Director of Paediatric Urology – Mr Mike O'Brien		
Location	The Royal Children's Hospital, Flemington Road, Parkville		
Position Contact	Mr Michael Nightingale		

The Royal Children's Hospital
The Royal Children's Hospital (RCH) has cared for the children and young people of Victoria since it was founded in 1870. As a tertiary and quaternary centre, the RCH cares for the most critically ill and medically complex paediatric patients in Victoria. In addition to providing a full range of clinical services, the hospital also supports many health promotion and prevention programs. With more than 6,000 staff, 12 wards and 350 beds, the RCH is the major specialist paediatric hospital in Victoria, and also provides care for children and young people from Tasmania, southern New South Wales and other states around Australia and overseas. We are the state's busiest paediatric Emergency Department, often experiencing more than 300 presentations on any given day. The RCH is committed to working with health services across the state and plays a significant role in many critical state and nationwide services. We work collaboratively with hospitals to deliver the right care, in the right place, at the right time, for the benefit of all Victorian children. The Royal Children's Hospital is committed to the safety and wellbeing of all children and young people. Click here for further information on our Commitment to Child Safety: http://www.rch.org.au/quality/child-safety/ In April 2016, the RCH became the first Australian hospital to implement the world-leading 'Epic' electronic medical record (EMR). RCH has a strong focus on supporting the successful delivery of the Parkville Connecting Care program – a shared EMR with the Royal Women's Hospital, The Royal Melbourne Hospital and Peter MacCallum Cancer Centre. The RCH is located within the Melbourne Biomedical Precinct, which is home to more than 45 world-class biomedical organisations, with collectively more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region. Further information on the RCH including the new RCH Strategic Plan 2019-21 Great Care, Everywhere is available at www.rch.org.au

ROLE PURPOSE
To provide a surgical service to all children in metropolitan Melbourne and specialised services for children with complex diseases from a wide region of Southern Australia. To facilitate these surgical services, the Royal Children's Hospital appoints junior surgical registrars who have the opportunity to be involved in a range of paediatric surgical specialities including trauma, burns, urology, hepatobiliary, neonatal and thoracic surgery appropriate to their experience and level of training. There is also involvement in general paediatric surgical care, including a full range of day case procedures.

The role will work under clinical supervision of senior surgical registrars and consultant staff and be aided by the surgical resident staff within the department.

During working hours clinical responsibilities may include providing on call services to the emergency departments and other services within the hospital. The role will not be included in the after hours on call roster initially, though there will be an expectation with training and experience that the junior surgical registrar will contribute to this roster within their 12 month appointment.

This position will provide great exposure to a wide variety of paediatric surgical conditions and an opportunity to greatly enhance one's surgical training. This is a great platform for future paediatric surgeons and urologists who wish to join the Paediatric Surgical training program of the Royal Australasian College of Surgeons.

KEY ACCOUNTABILITIES

Responsibilities

1. Inpatients
 - Care of inpatients in the surgical wards and other patients requiring surgical review. This includes patients in the paediatric intensive care unit and the neonatal intensive care unit.
2. Outpatients
 - Trauma and surgical cases in the Emergency Department
 - Urology, Paediatric Surgery and Burns Outpatient clinics.
 - Antenatal clinic at The Royal Women's Hospital.
3. Administrative Tasks
 - Clinical documentation including operative notes
 - Discharge Summaries: surgical summaries of patients seen and treated.
 - Other: coding, audit requirements, organisation of clinical and other meetings.
4. Departmental Meetings
 - Weekly training meetings in Paediatric Surgery and Urology.
 - Journal Club meetings every four weeks.
 - Monthly audit meetings
 - Monthly clinical pathology meetings
 - Weekly radiology meetings
 - Trauma Meetings
 - Solid Tumour and Musculoskeletal MDT
5. Departmental Training Activities
 - Participation in the above mentioned departmental meetings.
 - Performing operative duties.
 - Pre- and post-operative care.
6. Trauma Service
 - Trauma liaison – regular meetings to address trauma issues
 - Preparation and participation in inter-departmental meetings
 - Preparation and participation in quality improvement meetings
 - Education: Assistance with in-house trauma education
External: Assistance with paediatric trauma seminars

Other Responsibilities:

- Be aware of and work in accordance with hospital policies and procedures, including occasional health and safety, equal employment opportunity, confidentiality and consumer and community participation.
- Be respectful of the needs of patients, visitors and other staff and maintain a professional approach to all interactions.

Key Performance Indicators:

- Produce well written operation notes and daily progress notes and informative and timely discharge summaries.
- Establish good networks and relationships within the division of surgery and the greater hospital.
- Regular participation in departmental education and audit activities, including presentation of scientific papers at various internal and external meetings.
- Involvement in undergraduate teaching and providing support to trainees assigned to the surgical unit.

Organisational Relationships:

1. Internal:
 - Clinical staff (Nursing and Allied Health)
 - Surgical residents, registrars and consultants
 - Radiographers and radiologists
 - Operating theatre
 - Emergency department
 - Paediatric Intensive Care Unit (PICU) medical team
 - Neonatal Unit medical team
 - General Medical teams
 - Specialist Paediatricians
2. External:
 - Department of Human Services
 - The Royal Women's Hospital

QUALIFICATIONS AND EXPERIENCE

- MBBS or equivalent medical degree.
- Previous experience within a Paediatric Surgery or Paediatric Urology unit as a resident or unaccredited trainee.
- Completion of RACS or other provider courses such as APLS will be considered an advantage

IMPORTANT INFORMATION

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

- Unity - We work as a team and in partnership with our communities
- Respect - We respect the rights of all and treat people the way we would like them to treat us
- Integrity - We believe that how we work is as important as the work we do
- Excellence - We are committed to achieving our goals and improving outcomes

Potential employees will be required to undertake a National Criminal Record Check and a Working With Children Check.

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 actively promote and celebrate our diverse team*
- *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 to others, because I want to make the best decision*

QUALITY, SAFETY AND IMPROVEMENT

RCH Employees are required to:

- Act in accordance and comply with all relevant Safety and Quality policies and procedures
- Participate in and contribute to quality improvement programs and commit to RCH Values
- Comply with the Requirements of the National Safety & Quality Health Service Standards
- Comply with all relevant clinical and/or competency standards
- Comply with the principles of Patient and Family Centred Care that relate to this position

Date Position Description was last reviewed	January 2020
---	--------------

Signature: _____

Date: _____