

# Austin Health Position Description



## Position Title: Unaccredited Medical Registrar

Classification:	Registrar
Business Unit/ Department:	Based on rostered rotations - Organisation wide
Agreement:	Victorian Public Health Sector (AMA Victoria) - Doctors in Training Agreement 2018-2021
Employment Type:	Fixed-Term Full-Time
Hours per week:	43 hours base - as per unit roster
Reports to:	DiT Manager; Clinical Supervisors for each rotation; Directors of Physician Education; Chief Medical Officer
Direct Reports:	N/A
Financial management:	Budget: Nil
Date:	07/05/2020

## About Austin Health

Austin Health is one of Victoria's largest health care providers. Comprising the Austin Hospital, Heidelberg Repatriation Hospital, Royal Talbot Rehabilitation, Hospital in the Home and community based health services; Austin Health is an internationally recognised leader in clinical teaching, training and research, with numerous university and research institute affiliations.

Austin Health employs near 9,000 staff across its sites; including over 1,600 doctors and 3,000 nurses, and delivers a full range of leading edge clinical services, including several state-wide services (liver transplant, spinal cord injury service, respiratory support service, child inpatient mental health service). In total, Austin Health provides over 900 beds, including mental health, aged-care and rehabilitation beds and a range of community and in the home services. The current annual operating budget is in excess of \$960 million.

Austin Health delivers vital state-wide services to all Victorians, including to diverse multicultural and veteran communities. It also provides community and specialty services to the people of Melbourne's north-eastern corridor in a safety-focused, team-oriented and stimulating work environment.

Austin Health's current vision is shaping the future through exceptional care, discovery and learning.

Our values define who we are, shape our culture and the behaviours, practices and mindset of our people. Our values are: Our actions show we care, we bring our best, together we achieve and we shape the future. [www.austin.org.au/about-us](http://www.austin.org.au/about-us)

Austin Health is committed to providing an inclusive culture where all employees can contribute to the best of their ability and strive to develop further. Find more at <http://www.austin.org.au>

## Position Purpose

Under the guidance of Medical Consultants, Unaccredited Medical Registrars at Austin Health provide in-patient and out-patient care in general and acute medicine, and across a range of medical specialties.

## About the Department

Unaccredited Medical Registrars may be Basic Physician Trainees enrolled with the Royal Australian College of Physicians (RACP). Austin Health is part of the Central North West Physician Training Consortium which includes rotations across Northern Health, Bendigo Health and Wimmera Healthcare Group (Horsham). Unaccredited Medical Registrars work in a variety of rotations across the sites, as well as night duty and cover rotations including;

- |                              |                             |                                      |
|------------------------------|-----------------------------|--------------------------------------|
| - General and Acute Medicine | - Nephrology                | - Radiation Oncology                 |
| - Geriatric Medicine         | - Neurology/Stroke Medicine | - Rehabilitation and Spinal Medicine |
| - Hospital in the Home       | - Nuclear Medicine          | - Respiratory and Sleep Medicine     |
| - Infectious Diseases        | - Palliative Care           |                                      |
| - Intensive Care             | - Perioperative Medicine    |                                      |
| - Medical Oncology           |                             |                                      |

## Purpose and Accountabilities

### Role Specific:

- Responsible for the admission, management and safe discharge of patients of assigned unit.
- Work collaboratively as a team member with senior medical staff, junior medical staff, nursing and other staff to provide efficient, safe and quality care.
- Facilitate excellent communication and liaison with other staff, general practitioners and others involved in patient care.
- Complete appropriate documentation in the patient's hospital record. Entries should be legible, timely, regular and comprehensive so as to document important changes or decisions, and ALL entries must be dated, designated and signed.
- Communicate clearly and simply with patients and their families and carers, around the basis of diagnosis, course of disorder and proposed treatment options in a way that ensures understanding and empowers involvement in decision making about their care.
- Participate in relevant Unit quality activities, programs and rosters as requested.
- Attend and participate in mandatory training requirements coordinated by the assigned Unit or the Hospital.

## All Employees:

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on the intranet (The Hub): <http://eppic/>
- Report incidents or near misses that have or could have impact on safety - participate in identification and prevention of risks
- Comply with the Code of Conduct

## Selection Criteria

### Essential Knowledge and skills:

- A commitment to Austin Health values.
- Registration as a Medical Practitioner with the Australian Health Practitioner Regulation Agency (AHPRA) - (note - eligible applicants will be assisted through this process if not currently registered).
- A minimum of three years' post-graduate experience as a medical practitioner.
- Demonstrated commitment to high quality patient care.
- Demonstrated teamwork and collaboration.
- Demonstrated ability to communicate at all levels.

### Desirable but not essential:

- A sound understanding of information technology including clinical systems.

## General Information

### Austin Health is a Child Safe Environment

Austin Health is committed to child safety. We want children to be safe, happy and empowered. We support and respect all children, as well as our staff and volunteers. Austin Health has zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously in line with legal obligations and our policies and procedures.

### Equal Opportunity Employer

Applications from Aboriginal and Torres Strait Islanders are encouraged to apply. For more information about working at Austin Health, please follow this link to Austin Health's Aboriginal Employment website: <http://www.austin.org.au/careers/Aboriginalemployment/>

## Document Review Agreement

<b>Manager Signature</b>	
<b>Employee Signature</b>	

<b>Date</b>	
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