

Austin Health Position Description



Position Title: Anaesthesia Provisional Fellow

Classification:	Anaesthesia Provisional Fellow
Business Unit/ Department:	Anaesthesia
Agreement:	Victorian Public Health Sector (AMA Victoria) - Doctors in Training Agreement 2018-2021
Employment Type:	Fixed-Term Full-Time
Hours per week:	43 plus rostered overtime
Reports to:	Director of Anaesthesia
Direct Reports:	
Financial management:	Budget:
Date:	

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

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

To provide anaesthesia services under appropriate supervision by Specialist Anaesthetists as arranged by the Director or delegated Anaesthetist responsible for rosters. There is the opportunity to be involved in transoesophageal echocardiography, hepatobiliary and liver transplantation, ENT and difficult airway, as well as research, audit and teaching. This is a transitional year from trainee to consultant and will include more administrative duties.

About the Department of Anaesthesia

Austin Health has three campuses, the Austin Campus, the Repatriation Campus and the Royal Talbot Rehabilitation Centre. Anaesthesia services are provided by the Department of Anaesthesia for both the Austin site and The Surgery Centre on the Repat Campus.

The organisational structure of the Department of Anaesthesia includes an Executive Group comprised of the Director of Anaesthesia, the Deputy Director of Clinical Operations, the Deputy Director of Administration, the Head of Cardiac Anaesthesia and the Head of Research; at The Surgery Centre the Head of Surgical Centre and the Deputy Head of Surgical Centre.

The Department of Anaesthesia is located on Level 2 of the Austin Tower. The Department comprises 36 full-time Staff Anaesthetists, 71 Visiting Anaesthetists, 23 Anaesthesia Registrars/Fellows, 6 Critical Care HMOs, 4 Research Nurses, 3 Pain Nurses, 3 Anaesthesia Resource Nurses, and 5 Administrative Staff.

The Austin operating theatre complex is situated on Level 2 of the Harold Stokes building and consists of 11 theatres, 2 endoscopy suites and 2 procedure rooms. Anaesthesia is also undertaken in Radiology and in the Cardiology Cath Lab.

The Surgery Centre opened in July 2008 on the Repatriation Campus. It is an autonomous elective surgery centre but is incorporated into Austin Health. It consists of 8 theatres, 2 endoscopy rooms and has a separate Head of Clinical Operations. Administrative services are provided by both the Department of Anaesthesia at the Austin Campus and The Surgery Centre.

Most surgical specialities, with the exception of obstetrics and complex paediatric surgery, are undertaken at the Austin and are covered by the Department. Surgical specialities include thoracics, cardiac, neurosurgery, hepatobiliary, upper GI, colorectal, general, orthopaedic, ENT, plastics, maxillofacial, ophthalmology, urology, gynaecology and vascular. The Austin is a state wide referral centre for liver transplantation and spinal injuries.

The Austin also has a Pain Service encompassing acute and chronic pain.

The Austin is co-located with the Mercy Hospital for Women and whilst the Anaesthesia Departments at both hospitals are separate they have close ties.

Role Specific

Where appropriate, to supervise more junior registrars in the provision of anaesthesia services.

To provide assistance at emergency calls for cardiac arrest, resuscitation and major trauma when other clinical duties permit attendance.

To carry out preoperative assessments.

To assist in postoperative care including acute pain management according to agreed rosters.

To take part in the out of hours on call anaesthesia service according to agreed weekly, monthly and annual rosters.

To undertake appropriately supervised clinical anaesthesia in the range of specialties including general surgery, plastics, ENT, gynaecology, urology, orthopaedic, ophthalmic, vascular, renal access, neurosurgery, thoracic and cardiac surgery according to agreed roster allocations.

To read and become familiar with the contents of the Clinical Practice Guidelines and the Administration Handbook for the Department of Anaesthesia.

To assist in the provision of consultative services provided by the Department.

To participate in the formal teaching (tutorial) programme of the Department and, when required, to undertake teaching of interns, medical students and nurses.

To attend and contribute to Departmental clinical meetings, grand rounds and journal review.

To contribute to Department audit by completion of satisfactory anaesthesia records as well as attendance and contribution to audit meetings.

To strive to maintain satisfactory clinical and academic performance and to participate in regular (6-monthly) performance review conducted by a panel consisting of a member of the Anaesthesia Executive and the Supervisor(s) of Training.

Where appropriate to carry out reviews and investigations relevant to the advancement of the specialty.

Other duties as required.

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: Integrity, Accountability, Respect and Excellence.
- Hold MBBS or equivalent qualification.
- Registered Medical Practitioner in Australia.
- Have completed Part II FANZCA or anticipating to complete it prior to commencement of position in February 2021
- Satisfy College criteria for appointment as a Provisional Fellow, i.e. be an ATY3 and have completed all Advanced Modules 4-10
- Demonstrated commitment to high quality patient care.
- Demonstrated ability to communicate at all levels.
- Demonstrated teamwork and collaboration.
- Computer skills including use of email and the internet.
- Demonstrated understanding of Clinical Governance.
- A commitment to Austin Health values: Integrity, Accountability, Respect and Excellence.

Desirable but not essential:

- A sound understanding of information technology including clinical systems and applications relevant to the Management of rostering and risk management reporting or as required for the role and/or department.

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

Manager Signature	
Employee Signature	
Date	