

# Austin Health Position Description



## Position Title: Cardiac Surgery Un-Accredited Registrar

Classification:	Registrar
Business Unit/ Department:	Cardiac Surgery
Agreement:	Victorian Public Health Sector (AMA Victoria) - Doctors in Training Agreement 2018-2021
Employment Type:	Fixed-Term Full-Time
Hours per week:	43 + on call and recall, 5 weeks AL
Reports to:	Director, Cardiac Surgery & Supervisor of Training Chief Medical Officer
Direct Reports:	N/A
Financial management:	Budget: N/A
Date:	7 <sup>th</sup> Feb 2022 to 5 <sup>th</sup> Feb 2023

## About Austin Health

Austin Health is one of Victoria's largest health care providers. Comprising of 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, 3,000 nurses and 1,000 therapy & science Allied Health staff, 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

Perform the duties of the position efficiently, according to the standards of the Unit including participating in the Austin Health performance appraisal program. Duties will include elective and emergency operating and consulting, routine and special Ward rounds, clinical meetings, supervision and teaching of resident staff and administrative duties related to routine clinical duties.

The Director of Cardiac Surgery, within the general scope of the terms of the appointment, may allocate specific duties. Every endeavor will be made to ensure that such duties are allocated on a fair and equitable basis.

## About the Cardiac Surgery Department

The Cardiac Surgery Department, as part of the Division of Surgery, Anaesthesia and Procedural Medicine, is responsible for the provision of services within the specialty to patients across Austin Health. The Director of the Department is A/Prof Siven Seevanayagam. A/Prof George Matalanis is responsible for the comprehensive Thoracic Aortic Surgery Program and the Supervisor of Training is Mr. Nick Roubos.

The Cardiac Surgery Unit performs all types of adult cardiac surgery procedures, (with the exception of cardiac transplantation) including minimally invasive procedures and complex valve repair procedures. In addition, a multi-disciplinary thoracic aortic surgery program is an integral part of the Unit.

Located at the Austin Hospital, the Unit is committed to the provision of high-quality patient care and maintains an ongoing commitment to Undergraduate and Postgraduate teaching. Extensive research projects are undertaken within the department as well as opportunities to participate in multi-centre research initiatives. Also provided is a consultative service for other Units within Austin Health.

## Purpose and Accountabilities

### Role Specific:

#### Clinical Care

- Primary responsibility for management of in-patients.
- Provide comprehensive management of in-patients and outpatients.
- Attention to detail and ensuring exact clinical handover and continuity of care amongst team members.
- Responsibility for the Clinical Audit and MDM meetings.
- Participate in Unit academic meetings and activities.
- Manage the surgical waiting list equitably.
- Provide an on-call service as required.
- Provide a consultative service to other Units as required.
- Demonstrate a commitment to working as a team member with peer medical, nursing and other staff to provide efficient, safe and quality care across the continuum.
- Attendance at Division of Surgery audit is compulsory and attendance at Surgical Grand Rounds is expected.

### **Teaching and training**

- Participate in both Undergraduate and Postgraduate teaching.

### **Research**

- Participate in clinical and/or basic research.

### **Other**

- Assist the Head of Unit in administrative duties as required
- Assist in making a safe working environment by reporting any incidents of unsafe work practices, sites or equipment. Assist in the resolution of these issues.
- Abide by Austin Health corporate policies and practices as varied from time to time.
- Participate in Austin Health performance appraisal program as required.
- Undertake not to reveal to any person or entity any confidential information relating to patients and employees, policies, processes and dealings and not to make public statements relating to the affairs of Austin Health without prior authority of the Chief Executive Officer.

### **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:**

- Registered Medical Practitioner in Australia.
- Exposure to Cardiothoracic Surgery / Critical care for a minimum of 6 months as an HMO or Registrar.
- Demonstrated commitment to high quality patient care.
- Demonstrated surgical competency including saphenous vein / radial artery conduit harvest and ICC drain insertion.
- Demonstrated ability to communicate at all levels.
- Demonstrated teamwork and collaboration.
- Demonstrated interest in research and structured progression towards CT Surgery SET selection.
- Demonstrated commitment to teaching.
- Computer skills including use of email and the internet.
- Demonstrated understanding of Clinical Governance.
- A commitment to Austin Health values

### **Desirable but not essential:**

A sound understanding of information technology including clinical systems, office applications and basic statistical and data analysis.

## 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/Aborigineemployment/>

## Document Review Agreement

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