



North Metropolitan Health Service  
**Job Description Form**

HSS Registered

## Registrar – Trainee – Cardiothoracic Surgery

**Medical Practitioners Agreement: Year 1-7**

**Position Number: 001927**

**Cardiothoracic Surgery/Surgical Division**

**Sir Charles Gairdner Hospital / North Metropolitan Health Service**

### Reporting Relationships

Executive Director Medical Services  
Year 1-9



Head of Department  
Year 1-9



**This Position**



Also reporting to this supervisor:

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Directly reporting to this position:

Title	Classification	FTE
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Other positions under control

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**Prime Function / Key Responsibilities** Provides and promotes high quality and patient centred care to all patients under the supervision of Clinical Supervisors within a multi-disciplinary team. Works within ability and according to the Hospital's mission & core values. Provides training, supervision and education for Resident Medical Officers (RMOs) and Interns. In collaboration with the multi-disciplinary team works to achieve national, State and North Metropolitan Health Service (NMHS) performance standards and targets.

## Brief Summary of Duties (in order of importance)

### 1. Clinical

- 1.1 Provides a comprehensive general diagnostic and therapeutic service to patients. Service provision will be in accordance with departmental needs during normal working hours and as rostered for after hours and weekends. Service provision will encompass inpatient and outpatient and day care as determined and may vary from time to time depending on organisational needs and objectives.
- 1.2 Supervises junior medical staff including assessment of staff performance in relation to clinical competence, adherence to departmental protocols, timely and accurate documentation, communication with patients, relative, peers, other staff and doctors in other hospitals and in the community.
- 1.3 Commits to the highest professional standards and ethics as is appropriate to the seniority and leadership role of clinical staff.
- 1.4 Demonstrates excellence in interpersonal skills when dealing with patients, colleagues, nursing, allied health and support staff.
- 1.5 Commits to a team based approach to clinical care.
- 1.6 Participates in departmental and other meetings as required to meet organisational and service objectives.
- 1.7 Provides medical reports and other management tasks as appropriate.
- 1.8 Ensures the ongoing application of continuous quality improvement principles in systematically evaluating and meeting customer needs.
- 1.9 Ensures relevant practicable occupational safety and health practices and standards are implemented and maintained.
- 1.10 Demonstrates willingness to achieve departmental and organisational objectives in a feasible and innovative manner.
- 1.11 Commits to developing SCGH as the leading teaching hospital in WA.

### 2. Education/Training/Research

- 2.1 Participate and engages in continuing professional development and educational activities.
- 2.2 Participates in regular performance review and a commitment to maintain and update own knowledge and skills.
- 2.3 Initiate and participate in the education and training of medical students, interns, residents and other members of the multidisciplinary team through ward rounds, formal presentations, tutorials and other modalities.
- 2.4 Participates and engages in evidence based clinical research and audit activities relevant to speciality.
- 2.5 Participates in mandatory training activities to ensure compliance with North Metropolitan Health Service policy.
- 2.6 Supervises, guides and teaches nursing, allied health and other support staff as appropriate.
- 2.7 Participates in departmental academic activities.

### 3. NMHS Governance, Safety and Quality Requirements

- 3.1 Participates in the maintenance of a safe work environment.
- 3.2 Participates in an annual performance development review.
- 3.3 Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 3.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 3.5 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.

- 3.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

**4. Undertakes other duties as directed.**

## Work Related Requirements

### Essential Selection Criteria

1. Eligibility for registration by the Medical Board of Australia.
2. Demonstrated verbal and written communication skills and interpersonal skills to effectively interact with patients, their families, medical students, junior doctors and staff at all levels.
3. Demonstrated clinical and procedural experience in a range of surgical disciplines adequate to undertake the position.
4. Ability to work effectively as a team member in a multidisciplinary team.
5. Demonstrated ability to provide medical education, teaching, supervision, training and support.
6. Knowledge and understanding of continuous quality improvement principles and their practical application.
7. Knowledge of contemporary human resource management principles including Employment Equity.
8. Knowledge of occupational safety and health principles including maintaining a Duty of Care.

### Desirable Selection Criteria

1. Registration as a Trainee with Royal Australasian College of Surgeons (is essential if trainee).
2. Demonstrated commitment to ongoing education and research in Western Australian hospitals.
3. Monitors and reviews own clinical effectiveness, noting limitations and putting in place strategies to address these.
4. Shows commitment to continuous improvement of patient outcomes.
5. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

### Appointment Prerequisites

Appointment is subject to:

- Evidence of registration by the Medical Board of Australia must be provided prior to commencement.
- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

## Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

### Manager/Supervisor

Name:  
Signature/HE:  
Date:

### Dept./Division Head

Name:  
Signature:  
Date:

### Position Occupant

Name:  
Signature:  
Date: