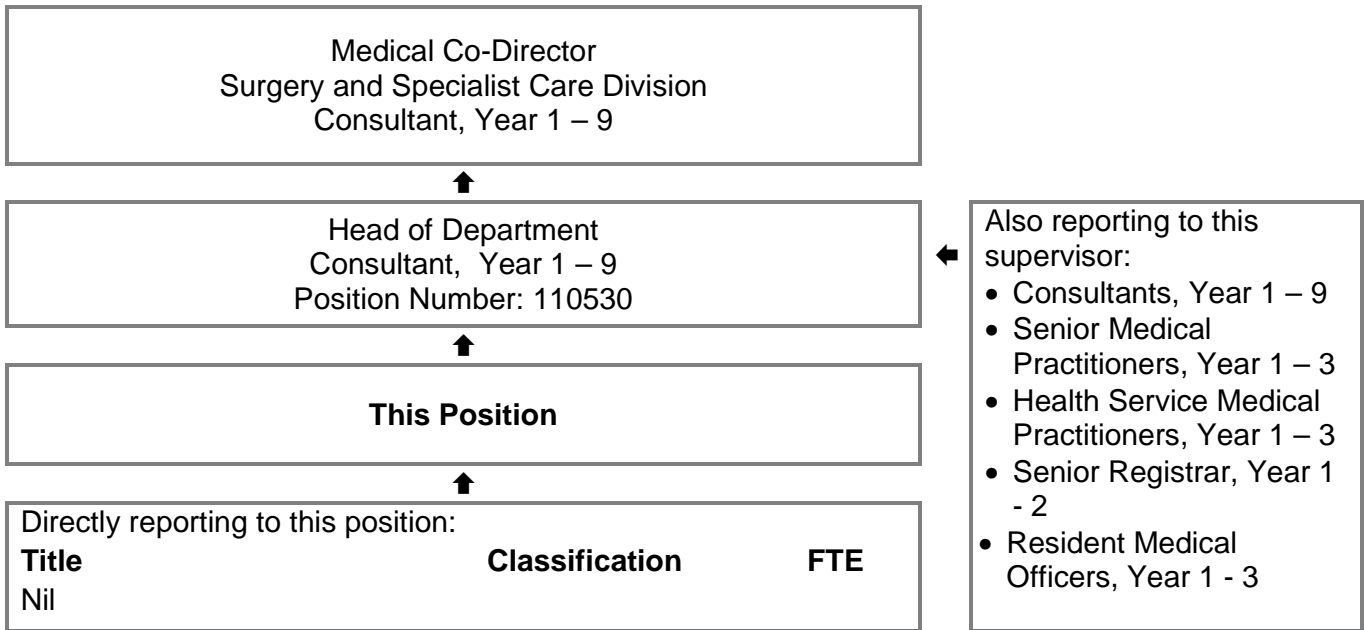




HSS Registered

Registrar – Service – Obstetrics Gynaecology
Medical Practitioners Agreement: Year 1-7
Position Number: 510836
Obstetrics and Gynaecology Department / Surgical and Specialist Care Division
Rockingham Peel Group / South Metropolitan Health Service

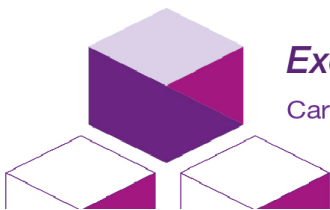
Reporting Relationships



Key Responsibilities

The Obstetrics and Gynaecology Service Registrar undertakes clinical duties within the department including elective and on call commitments. Provides a high quality, patient centred care to inpatients and outpatients, under the supervision of the Head of Department (HoD) in the Department/Unit in which the doctor is allocated.

Works in accordance with the Hospital's core values of Commitment, Accountability, Respect and Excellence (CARE). Works as part of a multidisciplinary team to review the medical needs of patients within Rockingham Peel Group (RkPG) and provides teaching and support, as appropriate to Doctors in Training (DiT's), Nursing, Allied Health and other multidisciplinary team members across the service. In collaboration with the interdisciplinary team, works to achieve National, State and South Metropolitan Health Service (SMHS) performance standards and the National Safety and Quality Healthcare Standards. Adheres to the policies and guidelines of the department and participates in quality improvement programmes.



Brief Summary of Duties /Scope of Practice

1.1 **Specific duties relevant to Specialty**

- 1.2 Participates in the first on-call Registrar roster for Obstetrics and Gynaecology.
- 1.3 Undertakes elective clinical work in the Obstetrics outpatient Clinics.
- 1.4 Work within a multidisciplinary team of nurses, consultants, DiT's and Allied Health professionals.

2. **Clinical**

- 2.1 Undertakes clinical shifts and on call duties as directed by the HoD.
- 2.2 Oversees the care of inpatients and outpatients including clinical evaluation, formulating a differential diagnosis, arranging appropriate investigations and referrals, and instituting a documented management plan in conjunction with the supervising consultant.
- 2.3 Reviews inpatients daily and at the request of medical staff, nursing staff, patients or families. Keeps the supervising consultant informed of any patient whose condition is not improving, or who is causing concern, requesting assistance when necessary.
- 2.4 Supervises, supports, mentors and teaches DiT's and medical students. Actively intervenes to reduce delays in patient investigation, management, transfer or discharge.
- 2.5 Performs procedures and/or diagnostic interventions within scope of practice as agreed with the supervising Consultant for the patient.
- 2.6 Responds to consult requests from other specialty areas.
- 2.7 Promotes patient engagement in their care through clear communication with patients and families (at their level of understanding) regarding their condition, treatment options and progress. Agrees the management plan with the patient and/or family. Promotes healthy lifestyle choices and preventative health care.
- 2.8 Communicates with the interdisciplinary team and attends interdisciplinary team meetings to ensure coordinated timely care.
- 2.9 Facilitates emergency and elective admissions for patients. This includes assisting consultant staff to ensure there are adequate beds available for new admissions; facilitating discharges before 10am and when rostered to be in the hospital for emergency admissions, being available to review patients in the emergency department within 30 minutes of request or when the patient arrives on the ward.
- 2.10 Ensures medical records (including discharge summaries) are accurately updated daily and that all medical diagnoses, comorbidities, procedures and complications are clearly listed.
- 2.11 Participates in departmental/other meetings as required to meet organisational and service objectives.

3. **Education/Training/Research**

- 3.1 Participates and engages in continuing professional development and educational activities.
- 3.2 Prepares case presentations for grand rounds, hospital and departmental meetings, clinical reviews and other relevant activities as required.
- 3.3 Participates in relevant clinical governance activities including regular clinical meetings, adverse event investigations and morbidity/mortality reviews as required and participates in the implementation of endorsed recommendations.
- 3.4 Participates in the education and training of DiT's and other members of interdisciplinary teams through ward rounds, formal presentations, tutorials and other modalities.
- 3.5 Completes a beginning-of-term planning and end-of-term performance development review with the HoD or delegated Consultant and attends reviews with their Supervisor.

4. SMHS Governance, Safety and Quality Requirements

- 4.1 Participates in the maintenance of a safe work environment.
- 4.2 Participates in an annual performance development review.
- 4.3 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.
- 4.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 4.5 Performs duties in accordance with Government, WA Health, South Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 4.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

5. Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

1. Eligible for registration by the Medical Board of Australia.
2. Demonstrated clinical and procedural experience, knowledge, judgement and skills, sufficient to undertake the safe care of patients of the specialty within RkPG.
3. Demonstrated ability to provide medical education, teaching, supervision, training and support to DiT's, with the ability to monitor and review their clinical effectiveness, noting any limitations, and put in strategies to ensure safe patient care as required.
4. Demonstrated communication (verbal and written) and interpersonal skills to effectively interact with patients, their families and staff at all levels.
5. Demonstrated organisational and time management skills to provide safe, timely patient centred care.
6. Demonstrated participation in continuing medical education activities including regular performance reviews to maintain and upgrade knowledge and skills.
7. Demonstrated knowledge and understanding of continuous quality improvement principles.

Desirable Selection Criteria

1. Demonstrated commitment to continuous improvement of patient outcomes and patient experience.
2. 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 or	HE Number	Date
Dept. / Division Head Name	Signature or	HE Number	Date

As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Occupant Name	Signature or	HE Number	Date
Effective Date			

HSS Registration Details (to be completed by HSS)

Created on June 2018	Last Updated on July 2018
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