



North Metropolitan Health Service
Job Description Form

HSS Registered

Registrar – Trainee – Pulmonary Physiology

Medical Practitioners Agreement: Year 1-7

Position Number: 006947

**Pulmonary Physiology & Sleep Medicine/Medical Specialties Division
 Sir Charles Gairdner Hospital/ North Metropolitan Health Service**

Reporting Relationships

Head of Department
 Pulmonary Physiology & Sleep Medicine
 Year 1-9



Consultant
 Year 1-9



This Position



← Also reporting to this supervisor:

-

Directly reporting to this position:			Other positions under control
Title	Classification	FTE	•

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)

The program will provide an integrative introduction to sleep medicine, respiratory physiology, respiratory high dependency care and clinical use of non-invasive ventilatory therapies in outpatient and in-patient settings.

The Registrar/Resident Medical Officer will work in the Department of Pulmonary Physiology and Sleep Medicine for a six month period.

1. Clinical Duties

- 1.1 Medical supervision of respiratory function tests including exercise tests, simulated altitude tests, and control of breathing.
- 1.2 Participating in the conduct and reporting respiratory function tests.
- 1.3 Conducting sleep clinic outpatient sessions.
- 1.4 Participating in the conduct and reporting of sleep studies.
- 1.5 Helping provide inpatient care of patients in the Respiratory Special Care Unit including:
 - Admitting new Pulmonary and Sleep Medicine patients, and being familiar with the detail of these.
 - Providing on-going care and documentation of progress in the medical record. This includes: daily review of patients and as otherwise requested by medical, nursing or allied health staff; arranging investigations and consultation requests; undertaking procedures, under supervision where necessary; prescribing treatments and medications; discharge planning; and completing documentation including transfer and discharge summaries, notifiable disease and adverse drug reaction forms, death certificates.
 - Carrying out clinical and administrative duties as determined by the Department senior registrar and consultant.
 - Liaising with General Practitioner.
 - Counselling patients and relatives.
- 1.6 Participating in evaluation of inpatients about whom the Department has been consulted.
- 1.7 Participating in performance assessments, and acceptance of constructive feedback from consultant staff.
- 1.8 Recognising areas of inexperience, and appreciating when to seek guidance and support.
- 1.9 Participating in Department and Hospital meetings.
- 1.10 Attending relevant training lectures.
- 1.11 Participating in peer review, quality improvement and clinical governance activities/seminars.
- 1.12 Carrying pager and/or mobile phone while on duty to ensure ready accessibility.
- 1.13 Assisting in providing cover for unexpected absence.
- 1.14 Respecting the dignity of patients and fellow workers, and the need for confidentiality of patients' medical information.
- 1.15 Upholding the code of ethics of the medical profession.

2. Education/Training/Research

- 2.1 Participate and engage in continuing professional development and educational activities.
- 2.2 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.
- 2.3 Participate in evidence based clinical research and audit activities relevant to speciality.
- 2.4 Participate in mandatory training activities to ensure compliance with North Metropolitan Health Service policy.
- 2.5 Complete an end-of-term and annual professional development review of performance with the Head of Department or Departmental Supervisor of Training.

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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 clinical and procedural experience in a range of medical and disciplines adequate to undertake the position.
3. 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.
4. Effective participation in a multi-disciplinary team.
5. Participation in professional Continuing Medical Educational activities, regular performance review and a commitment to maintain and upgrade own knowledge and skills.
6. Demonstrated ability to provide medical education, teaching, supervision, training and support.

Desirable Selection Criteria

1. Interest in ongoing training in critical care, anaesthesia, respiratory or sleep medicine.
2. Understanding of the principles of continuous quality assurance and improvement.
3. Interest in research.
4. 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/HE:
Date:

Position Occupant

Name:
Signature/HE:
Date: