

Run Description

POSITION:	Registrar
DEPARTMENT:	Paediatric Endocrinology and Diabetes
PLACE OF WORK:	Starship Children’s Hospital Greenlane Clinical Centre
RESPONSIBLE TO:	Clinical Director and Manager, through a nominated Paediatrician.
FUNCTIONAL RELATIONSHIPS:	Healthcare consumer, Hospital and community based healthcare workers
PRIMARY OBJECTIVE:	To facilitate the management of patients under the care of the Paediatric Endocrine and Diabetes Service.
RUN RECOGNITION:	This run is recognised by the Royal Australasian College of Physicians.
RUN PERIOD:	6 months

Section 1: Registrar’s Responsibilities

<i>Area</i>	<i>Responsibilities</i>
Clinical Responsibility	<ul style="list-style-type: none"> Responsibilities include all patients under and referrals to the Paediatric Endocrine service. Daily ward rounds and reviewing the above patients at Starship, ward 26A. Attend outpatient clinic in Diabetes and Endocrinology at Greenlane clinical centre or at Botany downs (diabetes outreach clinic). Implement management and treatment for the above patients. Arrange appropriate investigations and ensure follow up of results. Legible notes are to be written in patients charts on a daily basis and when management changes are made. Entries must be dated, signed and have a legible printed name accompanying the signature. Weekend plans will be formulated and in place. Perform required procedures as necessary. Liaise with other staff members, departments and health professionals in the management of patients. Communicate with patients and their families about their concerns and facilitate their understanding of the medical issues involved. On discharge ensure appropriate follow up is in place, including written information where appropriate. A written discharge will be completed within a reasonable period of time and forwarded to the appropriate health professionals including the family doctor. <p>All the above duties will be in conjunction with junior house staff and the consultant responsible for that patient. Where appropriate the registrar will supervise junior staff and help them with problems</p>

<i>Area</i>	<i>Responsibilities</i>
	as needed. The Registrar will discuss with the consultant as needed and over difficult diagnostic or management areas.
Acute Call Responsibility	<ul style="list-style-type: none"> • While on call the acute Paediatric Medical Registrar phone and Paediatric Resus pager are held. • The Medical Registrar on acute call is available to advise on children in CED. The decision to admit a child is made by the Medical Registrar on acute call. • On hand over of admissions from the emergency department, full and appropriate clinical notes and the ongoing management are the responsibilities of the medical registrar on call. • If a child is referred to the Medical registrar on acute call from CED and the Registrar feels that admission is not appropriate they will review the child in CED and suggest an alternative plan with the CED staff. • Review of medical admissions to PICU. • The acute call Medical Registrar will take GP calls for advice and/or admission. They will notify ED if there is concern regarding the severity of the condition of the child. <p>Attend emergency calls alerted to by the Paediatric Resus pager.</p>

Section 2: Training and Education

	Monday	Tuesday	Wednesday	Thursday	Friday
0800	Handover The ward round	Handover	Handover	Handover	Handover
0830 - 1230	Diabetes Transition Clinic GCC	Diabetes Clinic GCC (Once a month in Henderson)	Endocrine Clinic GCC	Endocrine Clinic GCC	Diabetes Clinic (once a month at Botany Downs)
1230			Registrar Teaching		
1300	Endocrine Clinic				
1330				1300 DM team meeting	1400 Ward Round
1400	Ward Round	Ward Round	1430 - 1600 Journal club Team meeting		
1500 - 1700				FRACP part 1 Teaching	

Note:

Dates and times for the sessions above may change. Clinics are held on the Greenlane site. Parking is available behind Alexander Park. Alternatively there are regular shuttles between the Auckland and Greenlane sites.

There is a minimum of 2 hours per week medical learning, which includes the following:

- Endocrinology teaching, Liggins Institute
- Registrar Teaching, Henley room CE every 4 weeks on Wednesday 1300-1700
- FRACP part 1 teaching, Thursdays 1500-1700

Section 3: Roster:

Other Resident and Specialist Cover

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The hours of work of the Paediatric Registrars are as follows:

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| • Ordinary hours | Monday to Friday | 0800 - 1700 |
| • Long days on site | Monday to Friday | 0800 - 2230 |
| • Long days on call off site | Monday to Friday | 1700 - 2230 |
| • Night Duty | Monday to Sunday | 2200 - 0800 |
| • Weekend ward round on site | Saturday and Sunday | 0800 – 1700 |
| • Weekend ward round on call off site (following ward round) | Saturday and Sunday | 1700 – 2230 |
| • Weekend long day on site | Saturday and Sunday | 0800 – 2230 |
| • Clinical Administration day | Monday to Friday | 0800 - 1700 |

Winter roster: ward call shifts 1000-2230 on weekends

- Each Registrar contributing to the roster will be rostered up to two sets of RDO's not abutting a weekend free of duty per four month rotation.
- All Paediatric Registrars will be allocated two clinical administration days per four month rotation.

Section 4: Cover:

<i>Other Resident and Specialist Cover</i>
<p>There are 11 subspecialty Paediatric Registrars</p> <ul style="list-style-type: none"> • 2 Cardiology Registrars • 2 Respiratory Registrars • 2 Oncology Registrars • 1 Endocrinology Registrar • 1 Gastroenterology Registrar • 1 Neurology Registrar • 1 Infectious Diseases/Immunology Registrar • 1 Renal Registrar <ul style="list-style-type: none"> • There is one Child Protection Registrar, four General Paediatric Registrars, one Consult Liaison Registrar and one Outpatient Clinic Registrar • There are six Paediatric Registrar Relievers who will cover the duties of the Registrars on leave, night duties, sleep days rostered days off (RDO) and clinical administration days. • Cover for sickness is provided by the short notice reliever (when available), or by the payment of additional duties or cross cover (as per the collective agreement.)

Section 5: Performance appraisal

<i>Registrar</i>	<i>Service</i>
<ul style="list-style-type: none"> • The Registrar will: • At the outset of the run meet with their assigned supervisor/s to discuss goals and expectations for the run, review and assessment times, and one on one teaching time • After any assessment that identifies deficiencies, implement a corrective plan of action in consultation with their Consultant; 	<ul style="list-style-type: none"> • The service will provide, • An initial meeting between the Consultant and Registrar to discuss goals and expectations for the run, review and assessment times, and one on one teaching time. • An interim assessment report on the Registrar halfway through the run, after discussion between the Registrar and the Consultant responsible for them; • The opportunity to discuss any deficiencies identified during the attachment. The Consultant responsible for the Registrar will bring these to the Registrar's attention, and discuss and implement a plan of action to correct them; • A final assessment report on the Registrar at the end of the run, a copy of which is to be sighted and signed by the Registrar.

Section 6: Hours and Salary Category

Summer Roster:

<i>Average Working Hours</i>		<i>Service Commitments</i>
Basic hours (Mon-Fri)	40.00	The Service, together with the RMO Support Unit will be responsible for the preparation of any Rosters.
Rostered additional hours (inc. nights, weekends & long days)	14.36	
All other unrostered hours	1.67	
Total hours per week	56.03	

Salary The salary for this attachment will be as detailed as a Category C run.

Extended Winter Roster:

- Starting mid July until mid October (total of 12 weeks) extra hours are rostered for the expected increased winter work load.
- During winter there will be two registrars on duty to cover acute call from 1700 to 2230 during the week One extra registrar will be rostered on duty for ward rounds 1000 to 2230 over the weekend.

<i>Average Working Hours</i>		<i>Service Commitments</i>
Basic hours (Mon-Fri)	40.0	Together, The Service with the RMO Support Unit will be responsible for the preparation of any Rosters.
Rostered additional hours (inc. nights, weekends & long days)	15.85	
All other unrostered hours	2.88	
Total hours per week	58.73.	

Salary The salary for this attachment will be as detailed as a Category C run.