

# Run Description

<b>POSITION:</b>	Fellow in Maternal Fetal Medicine (MFM)
<b>DEPARTMENT:</b>	Obstetrics and Gynaecology
<b>PLACE OF WORK:</b>	Counties Manukau Health (CMH)
<b>RESPONSIBLE TO:</b>	Clinical Director of Obstetrics and Gynaecology through direct supervision by their clinical supervising Senior Medical Officers (SMOs).
<b>FUNCTIONAL RELATIONSHIPS:</b>	Consultant Obstetricians with special interests in Obstetric medicine, Fetal medicine and Obstetric ultrasound Obstetricians and Gynaecologists Midwives Nurses Clerical and Administration staff
<b>PRIMARY OBJECTIVE:</b>	The primary objective of the post is the provision, to the fellow, of a comprehensive experience in MFM whilst maintaining and progressing essential skills in gynaecology. At the completion of the 12 months the Fellow should be equipped to have a special interest in MFM as a SMO once they have obtained FRANZCOG. The position is accredited for subspecialty training in MFM, but it is not a requirement that the Fellow is a MFM subspecialty trainee.
<b>RUN RECOGNITION:</b>	The Department is accredited by the Royal Australian and New Zealand College of Obstetrics and Gynaecology as a training institution and has been granted 2 year accreditation until October 2019
<b>RUN PERIOD:</b>	12 months

## Section 1: Fellow Responsibilities

<i>Area</i>	<i>Responsibilities</i>
<b>General</b>	<ol style="list-style-type: none"> <li>1. Regular attendance at the Obstetric Medical Clinic and management of these patients in conjunction with the Obstetrician, Obstetric physician and clinic midwives.</li> <li>2. Experience in Obstetric ultrasound at a level appropriate to the experience of the Fellow as part of the fetal medicine team</li> <li>3. Management of a busy labour ward at SMO level during daytime sessions.</li> <li>4. Take a regular role in the Maternity ward round.</li> <li>5. Attend the weekly paediatrics liaison meeting with neonatal team.</li> <li>6. Supervise a regular Caesarean section lists.</li> <li>7. Gain/ maintain essential skills in gynaecology to function at SMO level.</li> <li>8. Participate in undergraduate and postgraduate teaching in Obstetrics and Gynaecology</li> </ol>

<i>Area</i>	<i>Responsibilities</i>
	<p>9. Undertake research in an aspect of MFM. It is expected that this will lead to publications in peer reviewed journals and presentation at relevant scientific and clinical meetings.</p> <p>10. Undertake audit in a relevant area of clinical practice.</p>
<b>Acute admitting</b>	<p>It is expected that the Fellow, as an advanced trainee, take appropriate responsibility and demonstrate initiative and independence in his/her role as the most qualified of the junior staff.</p> <p>The Fellow will provide clinical services to Women's Health Obstetrics and Gynaecology Service which may include:</p> <ul style="list-style-type: none"> <li>• Elective Surgery <ul style="list-style-type: none"> <li>○ Major and minor obstetric procedures including teaching junior registrars on elective caesarean lists</li> <li>○</li> </ul> </li> </ul>
<b>On-Duty</b>	<p>Depending on the previous experience of the Fellow, exposure to fulfilling the role of SMO on duty (in Obstetrics and Gynaecology), during the day, will be provided, with a 2<sup>nd</sup> SMO available for assistance and medico-legal responsibility.</p> <p>It is the expectation of the department that on occasions when Junior staff are absent the Fellow will step in to support these junior colleagues by doing locums remunerated according to the RMOMECA</p>
<b>Administration</b>	<p>There will be a detailed handover at any change of duty.</p> <p>Appropriate written and dictated notes will be made whenever necessary.</p> <p>The Fellow will be responsible for following up any investigations ordered.</p>

## Section 2: Training and Education

<i>Training and Education</i>
<p>The attachment fits with the training expectations of the RANZCOG for advanced trainees.</p> <p>Individualised teaching objectives will be set in consultation with the Fellow at the beginning of the appointment.</p> <p>The Fellow is expected to take an active role in teaching, both in the formal teaching programme and in the surgical training of more junior colleagues and with other agencies and communities as appropriate (including at undergraduate level).</p> <p>Ongoing education will be provided by SMOs and other team members through a variety of mechanisms.</p>

### Section 3: Roster

#### *Roster*

##### **Hours of Work**

Ordinary Hours: 40 hours per week, Monday to Friday 0800 - 1600

Weekday Longdays – 0800 - 2230

Weekends: Long days – Saturday and Sunday 0800 – 2030

Fellows are required to work as per their published roster. Weekend long days will be rostered at a 1:4 frequency. A maximum of two weekday long days will be rostered per week with preference given to Monday, Fridays and Public Holidays.

The weekly timetable includes working with the fetal medicine team (including hands-on ultrasound experience), attendance at the weekly Obstetric Medical Clinic and 1 day of research/ audit. An additional non-clinical portfolio will be discussed with the Fellow at the beginning of the run and may include over-sight of the registrar roster, guideline development or teaching.

### Section 4: Cover

#### *Other Resident and Specialist Cover*

There are five Fellow positions employed in the O&G service. Four Fellows will contribute to the after-hours roster with the fifth Fellow position working in a relief capacity by providing after-hours cover for planned leave. The after-hours relief component will rotate amongst the five Fellow positions every three months. Day time duties will remain that of the individual Fellow.

The Clinical director is supported by Clinical Leads in Obstetrics and Gynaecology.

### Section 5: Performance appraisal

Performance will be assessed by supervising Obstetricians, with feedback to the RANZCOG nominated training supervisor. Performance will be assessed on the above responsibilities and other relevant performance measures which will be discussed at formal meetings held at least three monthly with the training supervisor.

If there are performance deficits this will be identified during the attachment and discussions will be held as to how they will be corrected.

## Section 6: Hours and Salary Category

<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)	9	
All other unrostered hours	8.49	
Total hours per week	57.49	

**Salary** The salary for this attachment is detailed as a **C** Run Category.