



RUN DESCRIPTION

POSITION:	Cardiac Surgical Registrar
DEPARTMENT:	Paediatric and Congenital Cardiac Surgery
PLACE OF WORK:	Auckland and Starship Hospital
RESPONSIBLE TO:	Clinical Director, Surgical Director and consultant surgeons.
FUNCTIONAL RELATIONSHIPS:	Healthcare consumers and hospital based healthcare workers
PRIMARY OBJECTIVE:	To facilitate the management of patients under the care of Paediatric and Congenital Cardiac Surgical Services
RUN RECOGNITION:	This run is recognised by the Royal Australasian College of Surgeons as a training position for specialist qualification of basic surgical training.
RUN PERIOD:	12 Months

Section 1: Registrar’s Responsibilities

<i>Area</i>	<i>Responsibilities</i>
General	<ul style="list-style-type: none"> • To assist in providing paediatric cardiac surgical services of an international standard. • To assist in providing adult congenital and other subspecialty services. • Assess surgical patients in the Children’s Emergency Department. • Assess patients admitted to the department of Cardiac Surgery, particularly those requiring operative management. Undertake clinical responsibilities as directed by the consultant and organise relevant investigations, ensure the

<i>Area</i>	<i>Responsibilities</i>
	<p>results are followed up, sighted and signed.</p> <ul style="list-style-type: none"> • Assess patients prior to surgery, ensuring that adequate examination has been undertaken that this has been adequately documented and that appropriate investigations have been performed. • Attend operating theatre as assistant, perform parts of surgery with the consultant surgeon in attendance. • Liaise with House Surgeons and ensure that they are performing their duties to a required standard and are receiving adequate assistance. • Attend patient handovers as appropriate from theatre to the paediatric intensive care unit (PICU) and from PICU to Ward 23B. Also attend team and departmental meetings as required. • Maintain a high standard of communication with patients, families, and staff about patients' illnesses and treatment. • Inform consultants of the status of patients, especially if there is an unexpected event
Quality Focus	<ul style="list-style-type: none"> • To demonstrate a commitment to continuing education in paediatric cardiac surgery • To participate in research approved by the Chief Surgeon of the Paediatric and Congenital Cardiac Service and co-ordinated by the Paediatric and Congenital Cardiac Service research group.
Education	<ul style="list-style-type: none"> • To provide teaching during clinical sessions for paediatric, and intensive care trainees rotating through the unit, for medical students and during non-clinical sessions for ancillary staff and other specialities.
Ward Review	<ul style="list-style-type: none"> • Review patients in other wards when required by attached roster.
On-Call	<ul style="list-style-type: none"> • When On Call, be available within hospital to attend calls as soon as possible. • Provide advice to and liaise with GP's and other hospital medical staff on surgical matters; • Authorise patients to be transferred to and be seen by to the service when appropriate. • Liaise with Consultant and the Senior Registrar closely.
Inpatients	<ul style="list-style-type: none"> • When allocated ward duties within the service (adult patients) undertake regular examination management of, and updating of management plan of admitted patients for whom the service is responsible on a frequency agreed with the Clinical Director. • Ensure relevant documents, e.g. discharge summary, including follow-up

<i>Area</i>	<i>Responsibilities</i>
	<p>arrangements are despatched in a timely fashion as agreed by the Clinical Director.</p> <ul style="list-style-type: none"> • Ensure management plans for patients are appropriately documented. • Arrange for appropriate cover of Team's patient when not on-call for evening and weekend by satisfactory handovers with other registrars. •
Outpatients	<ul style="list-style-type: none"> • Assess and manage patients referred to outpatient clinics with appropriate support from senior registrar and consultant as required. • Communicate with referring person following patient attendance at clinics. A letter to the patient's General Practitioner must be dictated after each outpatient visit.
Administration	<ul style="list-style-type: none"> • Keep adequate and legible records in accordance with hospital requirements and good medical practice, including discharge summaries. • Make daily entries to Clinical Records and whenever changes are made to patient management. Such entries must always be signed and dated with a notation of the time of day. • At the direction of the Clinical Director, assist with operational research in order to enhance the performance of the Service. • Attendance at departmental meetings. • Communication with staff of the Paediatric and Congenital cardiac Service, support staff, patients and patients' families and other health professionals is timely, clear and with an appropriate manner.

Section 2: Person Specification

<i>Education & Qualifications</i>	<i>Essential</i>	<i>Desired</i>
Eligible to be Registered as a Medical Practitioner in New Zealand	✓	
Cardiac Surgeon Trainee with SATS/SET (Yr 1-6)	✓	
Experience in general surgery	✓	
Experience in adult cardiac surgery		✓

Section 3: Training and Education

<i>Nature</i>	<i>Details</i>
<i>Protected Time</i>	<p><i>The following educational activities will be regarded as part of normal duties (unless attendance is required for other duties as per roster)</i></p> <ul style="list-style-type: none"> • Orientation at the beginning of the run. • Weekly Journal club and problem based learning sessions. • Weekly Forum presentation.
<p><i>The Registrar is responsible for Post Graduate and Under Graduate Nurse Teaching and supervision of same and responsible for teaching House Surgeons</i></p>	

Section 4: Cover

<i>Cover</i>
<ul style="list-style-type: none"> • Registrars will take call on a rotating basis resulting in schedule of one week/weekend in four. On-call responsibilities include the acute peri-operative management of paediatric cardiac surgical patients in combination with the on-duty cardiology and intensive care service, preoperative evaluation of upcoming surgical cases, and gathering of information and pertinent data concerning potential surgical candidates. • Given the complexity of acute patients requiring admission to a paediatric cardiac surgical service it is the expectation that registrars will be fully and closely supported by consultant staff in decision making and management.

Section 5: Performance appraisal

<i>Registrar</i>	<i>Service</i>
<p><i>The Registrar will:</i></p> <ul style="list-style-type: none"> • At the outset of the run meet with their designated consultant to discuss goals and expectations for the run, review and assessment times, and teaching. • After any assessment that identifies deficiencies, implement a corrective plan of action in consultation with their Consultant; 	<p><i>The service will provide,</i></p> <ul style="list-style-type: none"> • An initial meeting between the Consultant and Registrar to discuss goals and expectations for the run, review and assessment times, and teaching. • An interim assessment of the Registrar three (3) months into 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

<i>Average Working Hours</i>	<i>Service Commitments</i>
<p>Basic hours (Mon-Fri) 40</p>	<p>The Service will be responsible for the preparation of any Rosters.</p>
<p>Rostered additional hours (inc. nights, weekends & long days) 17.38</p>	
<p>All other unrostered hours 5</p>	
<p>Total hours per week 62.38</p>	

Salary The salary category for this attachment is a B