



RUN DESCRIPTION

POSITION:	Fellow
DEPARTMENT:	Orthopaedic Surgery
PLACE OF WORK:	Auckland Hospital/Greenlane Clinical Centre
RESPONSIBLE TO:	Clinical Director, Director of Trauma and Business Manager of Orthopaedics or a nominated Consultant Surgeon
FUNCTIONAL RELATIONSHIPS:	Healthcare consumers and hospital based healthcare workers
PRIMARY OBJECTIVE:	To facilitate the management of patients under the care of the Orthopaedic Department
RUN PERIOD:	6 months

Section 1: Fellow's Responsibilities

<i>Area</i>	<i>Responsibilities</i>
General	<ul style="list-style-type: none"> Assess patients referred/admitted to department under your team or those referred to the fellow.. Assess patients prior to surgery, ensuring that adequate documentation of the physical examination has been undertaken and that appropriate investigations have been performed. Attend operating theatre either performing the surgery alone or in attendance with Consultant Orthopaedic Surgeon or assisting or teaching Orthopaedic Registrars or House Surgeons. Liaise with Orthopaedic Registrars and ensure that they are performing their duties to required standards and receiving required assistance. Attend hand-over, Team and Departmental Meetings as required.
On-Call	<ul style="list-style-type: none"> When On Call, be available on locator to attend the hospital within ½ hour. Perform or assist at emergency surgery. Supervise management of acute orthopaedic trauma patients in association with Registrars and House Officers. Liaise with the Consultant and Registrars as required.
Inpatients	<ul style="list-style-type: none"> Supervise management of elective and acute orthopaedic trauma patients in association with Registrars and House Officers. Report to Consultant as required.

<i>Area</i>	<i>Responsibilities</i>
	<ul style="list-style-type: none"> Be available for consultation with Registrars regarding management of other patients within the orthopaedic department as required.
Outpatients	<ul style="list-style-type: none"> Perform outpatient clinics as required under the supervision of the Consultant. Assess and manage patients referred to outpatient clinics and run the clinics, supervising Registrars where appropriate and as required. Communicate with referring person following patient attendance at clinics;
Administration	<ul style="list-style-type: none"> Ensure that Registrars submit daily operating lists in an appropriate format and in timely fashion to the operating theatre each day. Obtain informed consent for procedures within the framework of the Medical Council guidelines which state: <ol style="list-style-type: none"> <i>“The practitioner who is providing treatment is responsible for obtaining informed consent beforehand for their patient. The Medical Council believes that the responsibility for obtaining consent always lies with the consultant – as the one performing the procedure, they must ensure the necessary information is communicated and discussed.”</i> <i>“Council believes that obtaining informed consent is a skill best learned by the house surgeon observing consultants and experienced registrars in the clinical setting. Probationers should not take informed consent where they do not feel competent to do so.</i>

Section 2: Weekly Schedule

- Attend Operating Room at Auckland City Hospital as required.
- Perform elective and trauma outpatient clinics at Greenlane Clinical Centre.
- Perform morning ward rounds to assist the teams as required.
- Be available for consultation at request of Registrar’s for in-patients in orthopaedic beds at Auckland City Hospital.
- When not required for service duties in Auckland City Hospital, the Fellow is to be freed and encouraged by their Consultants to attend elective operating in the Private sector in order to gain the necessary experience to progress in the NZOA Training Programme.

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 Orthopaedic Journal Club –7.00pm monthly at a site designated by the Consultant and Registrars running the Journal Club 8.00-9.00am each Tuesday morning weekly Departmental Education and Audit Meetings – 5th Floor Lecture Theatre, Auckland Hospital. Attendance Orthopaedic Academic Teaching – Half day each week according to published schedule of teaching activities. Radiology Meeting 7.00-8.00am each Friday, 3rd Floor, Auckland Hospital.
<i>The Fellow is expected to contribute to the education of nursing, technical staff and medical staff.</i>	

Section 4: Roster & Cover

<i>Other Resident and Specialist Cover</i>		
There are 8 senior registrars/fellows on the after hours roster and they are required to provide cover to patients at both Auckland City Hospital and Starship Hospital.		
Ordinary Hours	Monday to Friday	0730-1630
Acute Call Long day duty	Monday to Sunday	0730-2200
Night duty	Monday to Sunday	2200-0800
Post acute ward rounds	Weekend & Public Holidays	0730-1200
The acute call long day duties will be on duty, whereas the night duty between the hours of 2200 and 0800 will be on call. The on-call component will be remunerated as per the STONZ MECA.		

Section 5: Performance appraisal

<i>Registrar</i>	<i>Service</i>
<p><i>The Fellow 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 Fellow 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 Fellow and the Consultant responsible for them; The opportunity to discuss any deficiencies identified during the attachment. The Consultant responsible for the Fellow will bring these to the Fellow's attention, and discuss and implement a plan of action to correct them; A final assessment report on the Fellow at the end of the run, a copy of which is to be sighted and signed by the Fellow.

Section 6: Hours and Salary Category

<i>Average Working Hours</i>	<i>Service Commitments</i>								
<table> <tr> <td>Basic hours (Mon-Fri)</td> <td style="text-align: center;">40</td> </tr> <tr> <td>Rostered additional hours (inc. nights, weekends & long days)</td> <td style="text-align: center;">17.9</td> </tr> <tr> <td>All other unrostered hours</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Total hours per week</td> <td style="text-align: center;">64.9</td> </tr> </table>	Basic hours (Mon-Fri)	40	Rostered additional hours (inc. nights, weekends & long days)	17.9	All other unrostered hours	5	Total hours per week	64.9	<ul style="list-style-type: none"> The Service, together with the RMO Support Unit will be responsible for the preparation of any Rosters.
Basic hours (Mon-Fri)	40								
Rostered additional hours (inc. nights, weekends & long days)	17.9								
All other unrostered hours	5								
Total hours per week	64.9								

Salary The salary for this attachment will be as detailed as a Category **A** run category