

RUN DESCRIPTION

| | |
|----------------------------------|---|
| POSITION: | Registrar - Neonates |
| DEPARTMENT: | Kidz First Neonatal Care |
| PLACE OF WORK: | Middlemore Hospital |
| RESPONSIBLE TO: | General Manager, Kidz First, through the Clinical Director/Clinical Head. |
| FUNCTIONAL RELATIONSHIPS: | Health care consumers. Hospital and community based health care workers. |
| PRIMARY OBJECTIVE: | To facilitate the management of patients under the care of the Neonatal Specialty. |
| RUN RECOGNITION: | This run is recognised as a training position for specialist qualification by the RACP. |
| RUN PERIOD: | 6 Months |

Section 1: Registrar's Responsibilities

| <i>Area</i> | <i>Responsibilities</i> |
|----------------|--|
| General | <ul style="list-style-type: none"> The registrar will be responsible for the care of neonates at Middlemore Hospital in the Neonatal Unit (NNU), and some of those in the postnatal or Kidz First wards, in delivery suite, and in the caesarean section theatre. On each day time rostered day, the registrar will attend the daily consultant ward round on NNU and be responsible for designated neonates in NNU. The registrar rostered on long day, weekend or night duty will attend 'at risk' deliveries (as defined in NNU/Obstetric guidelines) in delivery suite and the caesarean section theatre as notified or requested The registrar rostered on long day, weekend or night duty will be responsible for the assessment and management of sick infants seen in or referred from delivery suite or the caesarean section theatre; under the care of NNU or referred from the post natal wards; referred from other hospitals; or referred from the community When rostered on a normal day, the registrar may be required to attend deliveries or assess neonates if the registrar on long day is otherwise occupied. The registrar may be required to accompany neonates being transported between institutions from time to time. The on duty registrar will be available for consultations and advice requested by GPs, midwives or obstetricians. The registrar will liaise with other health care professionals as appropriate. Registrars have a responsibility to provide support and advice to parents. |

| <i>Area</i> | <i>Responsibilities</i> |
|-----------------------|---|
| | <ul style="list-style-type: none"> • Clinical skills and judgement are expected to improve during the attachment. |
| Administration | <ul style="list-style-type: none"> • The registrar will ensure there is a detailed handover at any change of duties. • Appropriate written and dictated notes will be made whenever necessary. • The registrar will have responsibility for following up any investigations ordered. • Other administrative paperwork such as database maintenance or death certificates will be completed as required. |

Section 2: Training and Education

| <i>Training and Education</i> |
|---|
| <p>In accordance with the CTA requirements for basic physician trainees.</p> <p>Ongoing education will be provided by consultants on the NNU. Individualised educational objectives will be set for each registrar at the beginning of the run.</p> <p>The registrar will have on average 4 hours each week to attend education sessions or follow up clinical cases in the library. The education sessions available for registrars include:</p> <ul style="list-style-type: none"> • Neonatal X-ray Conference - Middlemore Hospital. • Paediatric Updates and Grand Round - Starship Children's Hospital. • Neonatal Grand Round - Middlemore Hospital. • Teaching sessions are run by Auckland University Department of Paediatrics for trainees sitting the FRACP exam - Thursday afternoons 3 pm. (Linked by Videoconference to Kidz First) • Clinical supervision provided directly and indirectly through the NNU ward rounds. <p>The registrar will be expected to contribute to the training of allied health and nursing staff.</p> <p>This attachment is recognised as a training position for specialist qualification.</p> |

Section 3: Roster

| <i>Roster</i> | |
|--|-------------|
| There are three registrars employed on the Neonatal roster. | |
| The roster is a six week cycle with two weekends per cycle, one being included in the night duties. Registrars do night duty on a 2:6 roster (split nights 3 and 4). | |
| Weekdays: | |
| Normal day | 0800 - 1600 |
| Long day | 0800 - 2230 |
| Weekends: | |
| Long day | 0800 - 2230 |
| Nights: | |
| Nights | 2200 - 0800 |

Section 4: Cover

| <i>Other Resident and Specialist Cover</i> |
|---|
| Annual leave is covered internally. Annual leave cover is allocated on a "first come first served" basis and applications for leave should be submitted as early as possible. |
| Absence from work due to sickness will be covered by other medical staff within the service. |
| A maximum of 10 days leave may usually be taken in each four month period, unless otherwise agreed |

Section 5: Performance appraisal

| <i>Registrar</i> |
|--|
| Performance will be assessed by a nominated Neonatologist or Paediatrician. Performance will be assessed based on the above criteria and other relevant performance measures which will be discussed at formal meetings held at a maximum of three monthly intervals. If deficiencies are identified during the attachment the senior medical officer will bring these to the registrar's attention and discuss how they may be rectified. |

Section 6: Hours and Salary Category

In accordance with clause 12.1.2b of the SToNZ MECA, where there are week days completely free from rostered duties (RDOs), these days shall not be counted in the ordinary hours calculation as part of the run category. This excludes sleep recovery days that fall Monday through Friday. This will apply in the following circumstances:

1. As per Appendix 3: Transition Provisions – Translation to the Salary Categories in Clause 12 of the SToNZ MECA, where an RMO joins SToNZ and the published roster has weekday RDOs and these will be observed
2. There are week day RDOs as part of the roster

Where this applies the category for the run is set out below:

| Average Working Hours - SToNZ Run Category (RDO's are observed) | | Service Commitments |
|--|--------------|---|
| Ordinary Hours | 40.00 | The Service, together with the RMO Unit will be responsible for the preparation of any Rosters. |
| RDO Hours | -2.82 | |
| Rostered Additional | 20.83 | |
| All other unrostered Hours | 3.00 | |
| Total Hours | 61.01 | |

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

Where no weekday RDOs are observed, the following run category will apply:

| Average Working Hours - SToNZ Run Category (not observing RDO's) | | Service Commitments |
|---|--------------|---|
| Ordinary Hours | 40.00 | The Service, together with the RMO Unit will be responsible for the preparation of any Rosters. |
| Rostered additional hours | 20.83 | |
| All other unrostered hours | 3.00 | |
| Total Hours | 63.83 | |

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