

RUN DESCRIPTION

POSITION:	Anaesthesia Registrar, Level 8 and GSU
DEPARTMENT:	Anaesthesia and Perioperative Medicine
PLACE OF WORK:	Auckland City Hospital Operating Rooms
RESPONSIBLE TO:	Director of Anaesthesia & Operating Rooms through the Deputy Service Clinical Director (Professional) or nominated Consultant
FUNCTIONAL RELATIONSHIPS:	Healthcare consumer, patients, Hospital and community based healthcare workers
PRIMARY OBJECTIVE:	To facilitate the pre-, intra- and post-operative anaesthesia management of patients under the care of ADHB.
RUN RECOGNITION:	This run is recognized by the Australian and New Zealand College of Anaesthetists as a training position for specialist qualification
RUN DURATION	4, 6, 8 or 12 months

Section 1: Registrar's Responsibilities

<i>Area</i>	<i>Responsibilities</i>
General	<ul style="list-style-type: none"> • Pre-operative assessment of elective surgical patients • Provision of appropriate anaesthesia for elective and acute patients under the direct or indirect supervision of the Anaesthesia Co-ordinator or Consultant anaesthetist on- call. This includes Endoscopy, Radiology, Coronary Care Unit, Obstetric HDU, Labour and Delivery Unit, High dependency areas, Emergency Department, and Intensive Care services (CVICU and DCCM). • The Registrar will be expected to work in operating rooms in Auckland City Hospital and the Greenlane Clinical Centre short stay surgical unit. • Post-operative visits as deemed necessary • Work closely with medical specialists and surgeons in provision of assessment and investigations of new patients and follow-ups in outpatient clinics. • Undertake diagnostic and treatment procedures appropriate to the subspecialty • Maintain a high standard of communication with patients, patients' families and staff • Inform consultants of the status of patients especially if there is an

Area	Responsibilities
	<p>unexpected event. All ASA 3 patients should be discussed with a consultant.</p> <ul style="list-style-type: none"> • Attend hand-over, team and departmental meetings as required
Outpatients	<ul style="list-style-type: none"> • Assess and manage patients referred to outpatient clinics and run the clinics on behalf of senior staff where appropriate • Communicate with referring person following patient attendance at clinics. • Arrange outpatients investigations
Administration	<ul style="list-style-type: none"> • Maintain a satisfactory standard of documentation in the files of patients. All prescriptions and notes are to be signed, with a printed name and locator number legibly recorded. A correctly filled in anaesthetic chart should be filled out for every anaesthetic • At the direction of the Clinical Director, assist with operational research & audit in order to enhance the performance of the Service • Obtain informed consent for procedures within the framework of the Medical Council guidelines which state: • If absent due to unexpected circumstances (e.g. health, other), contact the RMO Support Unit or Duty Manager directly as well as the Consultant to which the registrar is clinically responsible in the absent duty • As an RMO working at ADHB you will provided with a login for the Regional Clinical Portal and an ADHB email account which will be used for all work related communication. It is your responsibility to ensure you check both these accounts regularly.

Section 2: Training and Education

<i>Training and Education</i>	
Protected Time	<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> <p>Orientation at the beginning of the run</p> <p>Part 1 candidates: one 1/2 day per week protected teaching (Part 1 course)</p> <p>Part 2 candidates: one 1/2 day per week protected teaching (Part 2 course)</p> <p>Senior registrars: one 1/2 day per week non-clinical time</p> <p>Level 9 Registrars participate in weekly didactic obstetric anaesthesia lectures.</p>
<p><i>The Registrar is expected to contribute to the education of nursing, anaesthetic technician staff and other medical staff when requested</i></p>	

Section 3: Roster

<i>Roster</i>
<p>Registrars' normal hours of work are 0730-1700. The Registrar will participate in the level 8 Anaesthesia after hours roster. There will be a weekday long day once or twice a fortnight, from 0730-2230. A weekend duty is comprised of two long days, 0730-2230. There are no long days worked either side of the weekend. Rarely a registrar will be required to stay after 2230 due to emergency case over-runs and there are a number of unrostered hours included in the run category to account for this. The night shifts run from 2200-0800 and are worked in a set of three or four with rostered recovery days off before and after.</p> <p>A week of evening sessions from 1600 to 2400, Monday to Friday, involves cover for the Post Anaesthesia Care Unit, long-stay patients and ward pain problems OR acute operating room work as appropriate to level of experience. It is anticipated that cover will be allocated according to service requirements and appropriate skill level of the registrar.</p>

Section 4: Cover

<i>Other Resident and Specialist Cover</i>
<p>The roster will be provided 4 weeks in advance. At any time it will only be possible to provide cover for six registrars on leave of all types, including study and annual leave. Whilst the department will endeavor to meet all leave requests, it is unlikely that more than 6 weeks of any leave per 6 months per registrar will be able to be taken to ensure fairness and to cover the service.</p> <p>The Registrar can be required to assist outside of their home theatre block when on night duty. The areas that they may be asked to facilitate in include but are not limited to; the Endoscopy Unit, Radiology, Emergency Department, the Coronary Care Unit, Obstetric HDU, Labour and Delivery Unit., High dependency areas, and Intensive Care services (CVICU and DCCM).</p>

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 Supervisor of Training 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 Supervisor of Training and if necessary the Clinical Director or their nominee • Provide feedback to the SOT on the educational experience of the run • Comply with the requirements of the ANZCA training program, including timely data entry into the ANZCA Training Portfolio System or equivalent. 	<p><i>The service will provide,</i></p> <ul style="list-style-type: none"> • An initial meeting between the Supervisor of Training and Registrar to discuss goals and expectations for the run, review and assessment times, and one on one teaching time • An interim mid-run assessment report on the Registrar after discussion between the Registrar and the Supervisor of Training responsible for them • The opportunity to discuss any deficiencies identified during the attachment. The Supervisor of Training 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 • A Mentor can be selected to allow another means of communication and advocacy

ANAESTHETIC ROSTER PLAN FOR OPERATING ROOMS Level 8

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Week 1	N	N	N	N	z	z	x
Week 2	LD	9.5	9.5	9.5	9.5	x	x
Week 3	9.5	9.5	LD	9.5	9.5	x	x
Week 4	LD	9.5	9.5	x	N	N	N
Week 5	z	z	9.5	LD	9.5	x	x
Week 6	9.5	9.5	9.5	9.5	LD	x	x
Week 7	9.5	LD	9.5	9.5	9.5	x	x
Week 8	E	E	E	E	E	x	x
Week 9	9.5	9.5	LD	9.5	9.5	x	x
Week 10	9.5	9.5	9.5	9.5	x	LD	LD
Week 11	x	9.5	9.5	9.5	9.5	x	x
Week 12	9.5	9.5	9.5	9.5	x	LD	LD
Week 13	x	9.5	9.5	9.5	9.5	x	x
Week 14	9.5	LD	9.5	9.5	LD	x	x
Week 15	9.5	9.5	9.5	LD	9.5	x	x
Week 16	9.5	9.5	9.5	9.5	9.5	x	x
Week 17	9.5	9.5	9.5	9.5	9.5	x	x
Week 18	9.5	9.5	9.5	9.5	9.5	x	x

KEY			
9.5	normal day	9.5hrs	0730 - 1700
LD	long day	15 hrs	0730 - 2230
E	evening shift	8 hrs	1600 - 2400
N	night shift	10 hrs	2200 - 0800
z	sleep day following nights	0 hrs	
x	rostered day off	0 hrs	

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 will be responsible for the preparation of any Rosters.
Rostered additional hours (inc. nights, weekday long days)	10.50	
All other unrostered hours (to be confirmed by a run review)	TBC	
Total hours per week	50.50	

Anaesthesia rosters are recognized as regular shift work runs, and hence paid 2 categories above their average hours worked.

Salary: The salary for this attachment is detailed to be a **D** category; paid at a category B.

PLEASE NOTE: Total hours fall below the middle of the salary band therefore the run will be remunerated as a B run category until the unrostered hours can be confirmed by a run review.