

## RUN DESCRIPTION

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|----------------------------------|--|
| <b>POSITION:</b>                 | Registrar – Gastroenterology   |
| <b>DEPARTMENT:</b>               | Gastroenterology   |
| <b>PLACE OF WORK:</b>            | Waitemata District– North Shore Hospital and Waitakere Hospital                              |
| <b>RESPONSIBLE TO:</b>           | Clinical Director Medicine, Gastroenterology & Medicine, Manager Medical Service.            |
| <b>FUNCTIONAL RELATIONSHIPS:</b> | Consultants, Medicine registrars.  |
| <b>PRIMARY OBJECTIVE:</b>        | To facilitate the management of patients in the care of the Gastroenterology service.        |
| <b>RUN RECOGNITION:</b>          | That the run is accredited for the training of basic and advanced gastroenterology trainees. |
| <b>RUN PERIOD:</b>               | 6 months   |

### Section 1: Responsibilities

| <i>Area</i>                     | <i>Responsibilities</i>   |
|---------------------------------|---|
| Clinical Duties & Work Schedule | <p>Responsible for the clinical assessment, investigation, diagnosis and treatment of patients under the Gastroenterology specialist.</p> <ul style="list-style-type: none"> <li>To facilitate the safe and efficient management of patients in the care of the Gastroenterology service, under the supervision of the Consultant.</li> <li>To undertake outpatient clinics weekly in North Shore Hospital providing clinical management of outpatients with Gastroenterology disorders. Clinics will be conducted during ordinary hours under the supervision of the consultant.</li> <li>In the event of a consultation being requested by another service, arrange for the patient to be seen either by the Registrar and/or the Gastroenterologist.</li> <li>To receive general practice enquiries regarding admissions or management issues involving Gastroenterology patients</li> <li>To supervise all junior medical staff to meet the requirements of their position.</li> <li>To participate in research projects within the department of Gastroenterology.</li> <li>Any other duties that may be required in the interest of the department, such as organising clinics, and lunchtime presentations.</li> <li>Participate in weekend and rostered night call in the acute medical wards as required.</li> </ul> |

## Section 2: Training and Education

| <i>Nature</i>  | <i>Details</i>   |
|----------------|--|
| Protected Time | <p>The Registrar will attend weekly (unless attendance is required for an emergency) the:</p> <ul style="list-style-type: none"> <li>• NSH Medical Journal Club Monday 1230 - 1315</li> <li>• NSH Medical Grand Round 1230 – 1330 Conference Room 1.</li> <li>• IBD MDM (last Friday, once a month)</li> <li>• Preparation for the written and clinical FRACP at A+ 1300 – 1600 Wednesday.</li> <li>• Attend the fortnightly GI Pathology Meeting.</li> <li>• Participate in clinical audit within the Gastroenterology Unit.</li> <li>• Assist when required with junior medical staff teaching programmes.</li> <li>• Registrars present case summaries and topic reviews on a regular basis.</li> <li>• To attend other meetings/sessions as directed by the senior medical staff.</li> </ul> |

## Section 3: Roster

| <i>Hours of Work</i>   |  |
|--|--|
| <p><u>Ordinary hours of work</u></p> <p>Normal Day: 08:00 - 16:30 Monday to Friday 8.5 hours per day</p> <p>Night shift: 22:00 - 08:00 will occur on Monday to Thursday only – Advanced Trainees will be rostered to one set of nights over a 26 week run.</p> <p>L/ED Shift: Monday to Friday long day 0800 – 2230; approx. 8-9 shifts in 26 weeks</p> <p>E1 Shift: 13:00-22:30 Day shifts Saturday and Sunday: approx 2-3 sets in 26 weeks</p> <p>WL/WS Shift: 08:00 – 16:00 or 08:00 - 22:30 Day shifts Saturday and Sunday: approx 2-3 sets in 26 weeks</p> <p><u>Overnight from 2200 – 0800 there will be a consistent workload across the WDHB General Medicine and Medical Specialties:</u></p> <ul style="list-style-type: none"> <li>• <u>A consistent workload for 2 Registrars overnight 2200 – 0800 Monday – Thursday for 15 weeks per run over summer</u></li> <li>• <u>A consistent workload for 3 Registrars overnight 2200 – 0800 Monday – Thursday for 11 weeks per run over winter</u></li> <li>• <u>A consistent workload for 3 Registrars overnight 2200 – 0800 Friday – Sunday all year</u></li> </ul> <p>Staffing levels for weekday long days and weekends do not vary in summer and winter and will instead remain consistent across the year.</p> |  |

## Section 4: Performance appraisal

| <i>Registrar</i>  | <i>Service</i> |
|---|----------------|
| <p><i>The Registrar Will:</i></p> <ul style="list-style-type: none"> <li>• Performance will be assessed by a nominated Gastroenterologist, based at NSH, using the criteria above and will be discussed at formal meetings at the beginning of the attachment and again at 3 months and 6 months.</li> <li>• If deficiencies are identified during the attachment the Consultant will bring these to the Registrar's attention and discuss how they may be corrected.</li> <li>• The Director of Basic Physician Training will be available to discuss problems and progress</li> </ul> |                |

## Section 5: Hours and Salary Category

| <i>Average Working Hours</i>                                     | <i>Service Commitments</i> |
|--|----------------------------|
| Basic hours  | 40.0                       |
| Rostered additional hours<br>(inc. nights, weekends & long days) | 6.08                       |
| Note: this includes rostered Monday<br>to Friday 1600-1630       | +<br>2.50                  |
| All other unrostered hours                                       | 11.80                      |
| Total hours per week   | 60.38                      |

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