



RUN DESCRIPTION

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| POSITION: | Neonates Registrar |
| DEPARTMENT: | Neonatal Paediatrics, Starship Child Health |
| PLACE OF WORK: | Auckland City Hospital |
| RESPONSIBLE TO: | Service Clinical Director and Manager, Newborn Services. |
| FUNCTIONAL RELATIONSHIPS: | Healthcare consumer, Hospital and community based healthcare workers |
| PRIMARY OBJECTIVE: | To facilitate the management of patients under the care of the Newborn Services at Starship Child Health. |
| RUN RECOGNITION: | This run is recognised as part of the requirement for: The Diploma of Obstetrics (Universities of Auckland and Otago) The Diploma of Paediatrics (University of Auckland) Basic Physician Training (RACP). Advanced training runs are individually approved for each trainee. The College has always approved the NICU Registrar runs at Starship Child Health for advanced training. |
| RUN PERIOD: | 6 months |

Section 1: Registrar's Responsibilities:

| <i>Area</i> | <i>Responsibilities</i> |
|----------------|--|
| General | <p>As per the roster or as assigned by the Specialist on service, the Registrar will be assigned to either work on:</p> <ul style="list-style-type: none"> • NICU Level 3 (hereafter referred to as "Level 3") • NICU Level 2 or the Parent-Infant Nursery (PIN) (hereafter referred to as "Level 2"), or • Postnatal Wards • Attend deliveries ("1st call") <p>The Registrar will be responsible under supervision of the Duty Specialist for the care of babies under paediatric care in their allocated areas.</p> <p>The Registrar will work in partnership with Nurse Specialists- Advanced Neonatal Practice (NS-ANP) or Nurse Practitioners (NPs) and will share responsibilities for care. NS-ANPs and NPs are directly responsible to the on duty Specialist.</p> <p>The Weekday Postnatal Ward (PW) or Weekend D shift Registrar will supervise and assist the Paediatric Senior House Officer (SHO) in investigations, performance of procedures and assessment and treatment of babies, on the post natal wards, in consultation with the Specialist.</p> |

| <i>Area</i> | <i>Responsibilities</i> |
|-----------------------|---|
| | <p>One Registrar will care for infants in PIN. This registrar will be assigned this task for the entire week. If there is any uncertainty about responsibilities for PIN (because of leave or unexpected absence), the Level 2 Specialist will assign a Registrar to this area.</p> <p>The Level 3 Registrar will attend deliveries of babies anticipated to require full intensive care or admission to Level 3. They will attend to the medical care of infants in Level 3.</p> <p>The Registrar will attend the daily Specialist ward round (0830 hours), the Level 3 Registrar will attend the 1600 hours handover round.</p> <p>The Registrar will communicate with parents about their babies' condition and treatment.</p> <p>The Level 2 Registrar and Postnatal Ward Registrar will receive referrals from postnatal wards and from outside the hospital and will assess these babies with the SHO.</p> <p>The Level 2 registrar and Postnatal Ward Registrar will attend deliveries as set out in the hospital guidelines.</p> <p>The Registrar allocated to transport duties will care for babies on neonatal transports. The registrar will be accompanied by a Neonatal Transport Nurse on these transports. If the registrar allocated to transport duties is not suitable to go on transport, he/she will cover the duties of the staff member who is most appropriate to on the transport, depending on the clinical situation. A nominated Specialist will be available at all times during ordinary working hours and on call at other times to advise and assist in the assessment and care of babies.</p> |
| Acute Call | <p>It is expected that workload will be shared amongst Registrars and NS-ANPs or Nurse Practitioners (NPS), particularly if one area of the service is busy. On Level 3 the Registrar may be required to be on acute call during normal working hours, to ensure the Registrar gains sufficient experience in acute resuscitation and stabilisation.</p> <p>The Registrar on night duty will be responsible for the following areas:</p> <ul style="list-style-type: none"> • When rostered on nights on Level 3, the registrar will be responsible for infants in the Level 3 Unit. • When rostered on nights on Level 2, the registrar (or NS-ANP/NP) will be responsible for attending deliveries and reviewing babies on the postnatal wards. Admissions to the Level 2 unit will be completed by the Level 2 Registrar unless they are required to attend urgent deliveries or ward calls. • If the workload is such that the Registrar and NS-ANP or NP on night duty feel that patient safety is compromised the on-call Specialist will be notified. |
| Administration | <ul style="list-style-type: none"> • The Registrar will ensure that all babies under their care who are being transferred within NICU or discharged from NICU have a discharge summary, and that the neonatal database is kept up to date for all the babies under their care. <p>The night Registrar is required to handover to oncoming staff at the beginning of each morning ward round (0800-0830 hours).</p> <p>The long day Registrar will handover to the night Registrar, NS-ANP or NP (2000-2030 hours).</p> |

Section 2: Training and Education:

The following educational activities are regarded as part of normal clinical duties. Unless involved in urgent clinical duties, Registrars will be given the opportunity to attend.

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|------|---|--|---|--|--|
| a.m. | | 1130-1230 hours Neonatal Grand Round | 0800-0900 hours Starship Update 0900-1000 hours Radiology Conference | 0800-0830 hours Fetal Medicine (SSH Radiology Conference Room) | |
| p.m. | 1300-1400 hours Monday Neonatal Teaching | | | 1245-1345 Neonatal Journal Club 1500-1700 hours SSH FRACP teaching (for those sitting exam) | 1300-1400 hours Starship Grand Round 1230 – 1400 hours Perinatal Mortality Meeting- Monthly |

Note: Dates and times for the sessions above may change.

There is a minimum of 2 hours per week medical learning, which includes the weekly tutorial, (Monday Neonatal Teaching), Neonatal grand round, Neonatal journal club and radiology session.

Registrars are expected to attend the Starship Update (Wednesday 8 am) and Grand Round at Starship Childrens Hospital (Friday 1300 hours), and those Registrars preparing for the FRACP to attend the relevant teaching at Starship (Thursday pm).

Registrars are encouraged to attend the weekly Fetal Medicine Panel Meeting once or twice during the run (Thursday 0800 hours in the Starship Radiology Department) Registrars will assist in teaching nursing staff and other health professionals when reasonably asked to do so.

Section 3: Roster:

| <i>Roster</i> | | | | |
|--|-----------------|-----------------|--------|--|
| Hours of Work | | | | |
| Monday to Friday | Post Natal Ward | 0800-1600 hours | 8 hrs | |
| Monday to Friday | Day shift | 0800-2000 hours | 12 hrs | |
| Saturday and Sunday | Acute On-call | 0800-2000 hours | 12 hrs | |
| Monday to Sunday | Night duty | 2000-0800 hours | 12 hrs | |
| Handover time twice daily is included in the Unrostered hours of the run category. | | | | |
| Within the NICU team – Registrars will be allocated to work in a number of clinical areas, including Level 2, 3, PIN and Post Natal Wards. | | | | |
| Cover for Leave | | | | |
| Cover for leave will be provided by either: | | | | |
| a) 1 of the 2 Relieving Registrars | | | | |
| b) Payment of additional duties. These additional duties are not included in the calculation of the expected average hours and will be remunerated as per Clause 11.0 of the RMO MECA. | | | | |

Section 4: Cover:

Other Resident and Specialist Cover

There are 9 Registrars and 2 Relieving Registrars who will combine with the Nurse Specialist-Advanced Neonatal Practice (NS-ANP) or Nurse Practitioners (NP), to provide cover across both the Level 2 and Level 3 Neonatal Intensive Care Unit as well as postnatal wards, if required.

A nominated Specialist will be available at all times during ordinary working hours and on call at other times to advise and assist in the assessment and care of babies.

SHO will cover the weekend duties once every third weekend, and will involve care of:

- The postnatal wards and attendance at deliveries.

Cover for Leave

Cover for leave will be provided by either:

- a) 1 of the 2 Relieving Registrars
- b) Payment of additional duties. These additional duties are not included in the calculation of the expected average hours and will be remunerated as per the RMO MECA.

Section 5: Performance appraisal:

| <i>Registrar</i> | <i>Service</i> |
|--|---|
| <p>The Registrar will:</p> <ul style="list-style-type: none">• At the outset of the run meet with their designated consultant supervisor 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 Consultant supervisor, and with the Training Facilitator as appropriate. | <p>The service will provide,</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 one on one teaching time.• An interim assessment report on 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> |
|--|-------|---|
| Rostered hours | 44.44 | Together, The Service with the RMO Support Unit will be responsible for the preparation of any Rosters. |
| All other unrostered hours (Includes handover period) | 6.32 | |
| Total hours per week | 50.76 | |

ICU rosters are shift work runs and are paid a minimum of a C run. Therefore, the salary for this attachment is detailed as a Category C run.

The Reliever Registrar performs the duties of the Registrar they are relieving for and will be remunerated an A category during the period of relief.