

## **RUN DESCRIPTION**

<b>POSITION:</b>	Radiology Registrar: General
<b>DEPARTMENT:</b>	Radiology Services
<b>PLACE OF WORK:</b>	North Shore Hospital
<b>RESPONSIBLE TO:</b>	Radiology Clinical Director General Manager, Diagnostic and Clinical Support services
<b>FUNCTIONAL RELATIONSHIPS:</b>	Hospital and community based healthcare workers Healthcare consumers
<b>PRIMARY OBJECTIVE:</b>	To facilitate the diagnostic imaging of patients under the care of Waitemata DHB
<b>RUN RECOGNITION:</b>	This position is accredited by the Royal Australian and New Zealand College of Radiologists as a training position.
<b>RUN PERIOD:</b>	Two months

### **Section 1: Registrar Responsibilities**

<b>Area</b>	<b>Responsibilities</b>
<b>Clinical Duties</b>	<ul style="list-style-type: none"> <li>• Perform rostered duties within the Radiology Department under direct supervision of the Radiology Consultants which may include:               <ul style="list-style-type: none"> <li>– Fluoroscopic examinations including barium studies, cholangiograms, sinograms, etc</li> <li>– Ultrasound examinations</li> <li>– General reporting</li> <li>– CT examinations</li> <li>– Mammography</li> <li>– Interventional procedures</li> <li>– MRI <u>procedures</u></li> </ul> </li> <li>• All examinations to be double read by a Radiologist as appropriate for the level of training of the registrar.</li> <li>• To provide assistance for clinical staff in the urgent interpretation of X-rays and also in the choice of diagnostic tests.</li> <li>• Participation in Radiology conferences / teaching.</li> <li>• Under the supervision of the Consultant Radiologist, provide radiological diagnoses on patients referred to Radiology.</li> <li>• Undertake rostered evening, long day and night duties on duty roster for urgent radiological investigations or urgent consultations.</li> </ul>

<b>Area</b>	<b>Responsibilities</b>
	<ul style="list-style-type: none"> <li>Attend the weekly Surgical Meeting on Wednesday mornings at 0800 hours.</li> </ul>
<b>Administration</b>	<ul style="list-style-type: none"> <li>Provide reports on X-rays and other imaging tests.</li> <li>Provide reports in notes or Concerto on urgent tests.</li> <li>Ensure verification of reports in a timely manner.</li> <li>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.</li> <li>At the direction of the Clinical Director, assist with operational research in order to enhance the performance of the Service;</li> <li>Obtain informed consent for procedures within the framework of the Medical Council guidelines which state: <ol style="list-style-type: none"> <li>“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.”</li> <li>“Council believes that obtaining informed consent is a skill best learned by the Registrar observing consultants and experienced registrars in the clinical setting. Probationers should not take informed consent where they do not feel competent to do so.</li> </ol> </li> <li>If absent due to unexpected circumstances (e.g. health, other), contact the radiology secretary or leave a message on her answerphone</li> <li>As an RMO working at WDHB you will be provided with a Concerto login and a WDHB email account which will be used for all work related communication. It is your responsibility to ensure you check this regularly.</li> </ul>

## Section 2: Training and Education

<b>Nature</b>	<b>Details</b>
<b>Protected Time</b>	<ul style="list-style-type: none"> <li>Attend arranged intradepartmental film teaching sessions.</li> <li>The trainee is encouraged to read appropriate literature and journals.</li> <li>Attend the weekly radiological teaching programme on Tuesday mornings at Auckland City Hospital.</li> </ul>

### Section 3: Roster

There are 13 Registrars employed in the Radiology Department, North Shore Hospital.

The rostered hours of work for a first year registrar are:

- 0830 - 1630 hours Monday to Friday (Ordinary hours)
- 1630 - 2215 hours rostered 1:3 Thursday and Friday ("buddied" duty)
- 0800 - 2215 hours rostered 1:3 Saturday ("buddied" duty)

The rostered hours of work for all other registrars are:

- 0830 - 1630 Monday to Friday (Ordinary hours)
- 0830 - 2215 rostered 1:10 Monday to Friday (L)
- 0800 - 2215 rostered 1:10 Saturday and Sunday (L)
- 2200 - 0800 rostered 1:10 Monday to Friday (N)
- 2200 - 0800 rostered 1:10 Saturday and Sunday (N)

Public holidays are rostered Long day (L) and Night (N) duties as above.

Registrars are required to be onsite at North Shore Hospital for all on duty shifts.

There is 15 minutes overlap for the Long day and Night duties Monday to Friday, and 15 minutes overlap for the Night and Long day duties on Saturday and Sunday to allow for handover, if any.

There will be a rostered day off following Saturday and Sunday Long day duties.

### Section 4: Cover

Applications to take annual leave are approved on a "first-come-first-served" basis and registrars are encouraged to apply early in order to facilitate cover arrangements. Annual leave will be covered through the payment of additional duties or locums as required.

Educational leave to attend conferences or for study and exam purposes is granted in accordance with the provisions of the collective employment contract. Applications for education leave should be submitted well in advance to help planning of cover arrangements.

### Section 5: Performance Appraisal

#### *Registrar and Service*

Performance will be assessed by the Consultant Radiologist supervising registrar training, using the criteria above and will be discussed at formal meetings at the beginning of the attachment and again at the end.

If deficiencies are identified during the attachment, the Consultant Radiologist will bring these to the Registrar's attention and discuss how they may be corrected.

**The Postgraduate Vocational Training Unit at Auckland University will supervise the Registrar's career progress.**

## Section 6: Person Specification

<b>Qualification</b>	Successfully complete the FRANZCR Part I examination
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Good interpersonal skills</li> <li>• High level of problem solving</li> <li>• Ability to manage time effectively</li> <li>• Effective listening skills</li> <li>• Good team player</li> <li>• Adaptable to new technology</li> </ul>

## Section 7a Hours and Salary:

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:

<b>Average Working Hours</b>		<b>Service Commitments</b>
Ordinary hours	40.0	
RDO Hours	-0.8	
Rostered additional hours		
- Attendance at Surgical meeting	0.5	
- Long day and Night duties	12.1	
All other unrostered hours	3.0	
Total hours per week	54.8	

## Salary

The salary for this attachment is calculated at a category D and is remunerated at a category **C**.

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

<b>Average Working Hours</b>		<b>Service Commitments</b>
Ordinary hours	40.0	
Rostered additional hours	11.54	
-		
All other unrostered hours	8.48	
Total hours per week	60.02	

### **Salary**

The salary for this attachment is calculated at a category B.

### **Section 7b Hours and Salary:**

Hours and Salary Category (for those not participating in the acute roster, and first years while they do "comparison on-call" with another)

<b>Average Working Hours</b>		<b>Service Commitments</b>
Ordinary hours	40.0	
Rostered additional hours	5.75	
- Long day duties		
All other unrostered hours	3.35	
Total hours per week	49.10	

### **Salary**

The salary for this attachment is currently remunerated at a Category E.