

Run Description

POSITION:	Registrar
DEPARTMENT:	Paediatric Rehabilitation
PLACE OF WORK:	Auckland City Hospital and Wilson Centre
RESPONSIBLE TO:	Clinical Director and Manager, through a nominated Consultant/Paediatrician.
FUNCTIONAL RELATIONSHIPS:	Healthcare consumer, Hospital and community based healthcare workers
PRIMARY OBJECTIVE:	To facilitate the management of patients under the care of the Paediatric Rehabilitation Service.
RUN RECOGNITION:	
RUN PERIOD:	6 Months

Section 1: Registrar’s Responsibilities

<i>Area</i>	<i>Responsibilities</i>
Acute Call Responsibility	<ul style="list-style-type: none"> While on call the acute Paediatric Medical Registrar phone and Paediatric Resus pager are held. The Medical Registrar on acute call is available to advise on children in CED. The decision to admit a child is made by the Medical Registrar on acute call. On hand over of admissions from the emergency department, full and appropriate clinical notes and the ongoing management are the responsibilities of the medical registrar oncall. If a child is referred to the Medical registrar on acute call from CED and the Registrar feels that admission is not appropriate they will review the child in CED and suggest an alternative plan with the CED staff. Review of medical admissions to PICU. The acute call Medical Registrar will take GP calls for advice and/or admission. They will notify ED if there is concern regarding the severity of the condition of the child. Attend emergency calls alerted to by the Paediatric Resus pager.
Acute Call Responsibility	<p>Responsibilities include all patients under and referrals to the Paediatric Rehabilitation Service.</p> <ul style="list-style-type: none"> Ward rounds and reviewing the above patients including inpatient referral triage meeting at Wilson Centre.

<i>Area</i>	<i>Responsibilities</i>
	<ul style="list-style-type: none"> • Attend clinics at the Wilson Centre and Botulinum Toxin Injection List at Waitakere Hospital. • Implement management and treatment for the above patients. Arrange appropriate investigations and ensure follow up of results. • Legible notes are to be written In patients charts and when management changes are made. Entries must be dated, signed and have a legible printed name accompanying the signature. • Weekend plans will be formulated and in place. • Perform required procedures as necessary. • Participate in MDT meetings and liaise with other allied health members, departments and health professionals in the management of patients. • Participate in family meetings and communicate with patients and their families about their concerns and facilitate their understanding of the medical issues involved. • On discharge ensure appropriate follow up is in place, including written information where appropriate. A written discharge will be completed within a reasonable period of time and forwarded to the appropriate health professionals including the family doctor. <p>All the above duties will be in conjunction with the consultant responsible for that patient. Where appropriate the registrar will supervise junior staff and help them with problems as needed. The Registrar will discuss with the consultant as needed and over difficult diagnostic or management areas.</p>

Section 2: Training and Education

Monday	Tuesday	Wednesday	Thursday	Friday
Inpatient Team Huddle - Starship	Inpatient Ward Round - Starship	Starship Update 0800-0900	Inpatient MDT Meeting - Wilson Centre	Botox Assessment Clinic- Wilson Centre (Monthly)
Inpatient Ward Round - Starship	Inpatient MDT Meeting - Starship	Rehabilitation Clinic - Wilson Centre	Rehabilitation Clinic - Wilson Centre	Botox Injection List - Waitakere Hospital (Monthly)
	Inpatient Referral Triage Meeting- Wilson Centre Inpatient Review Clinic- Wilson Centre		Family Meetings- Starship/Wilson Centre	Grand Round 1300-1400 Inpatient Ward Round - Starship

There is a minimum of 2 hours per week medical learning, which includes the following:

- Starship Update Wednesdays 0800 – 0900
- Registrar Teaching, Henley Room, CEC Every 4 weeks on Wednesdays 1300 – 1700
- FRACP part 1 teaching Thursdays 1500-1700
- Starship Grand Round Fridays 1300-1400

Section 3: Roster:

<i>Hours of Work</i>			
The hours of work of the Paediatric Registrars are as follows:			
• Ordinary hours	Monday to Friday		0800 - 1700
• Long days on site	Monday to Friday		0800 - 2230
• Night Duty	Monday to Sunday		2200 - 0800
• Weekend ward round on site	Saturday and Sunday		0800 – 1700
• Weekend ward round on call off site (following ward round)	Saturday and Sunday		1700 – 2230
• Weekend long day on site	Saturday and Sunday		0800 – 2230
• Clinical Administration day	Monday to Friday		0800 - 1700
Winter roster: ward call shifts 1000-2230 at weekends			
• Each Registrar contributing to the roster will be rostered up to two sets of RDO's not abutting a weekend free of duty per four month rotation.			
• All Paediatric Registrars will be allocated two clinical administration days per four month rotation.			

Section 4: Cover:

<i>Other Resident and Specialist Cover</i>
<ul style="list-style-type: none">• Cover for sickness is provided by the short notice reliever (when available), or by the payment of additional duties or cross cover (as per the collective agreement.)
There are 13 subspeciality Paediatric Registrars
<ul style="list-style-type: none">• 3 Cardiology Registrars• 2 Respiratory Registrars• 2 Oncology Registrars• 1 Endocrinology Registrar• 1 Gastroenterology Registrar• 1 Neurology Registrar• 1 Infectious Diseases/Immunology Registrar• 1 Renal Registrar• 1 Rehab Registrar
There is also:
<ul style="list-style-type: none">• 1 Child Protection Registrar,• 4 General Paediatric Registrars,• 1 Consult Liaison Registrar• 1 Outpatient Clinic Registrar• There are six Paediatric Registrar Relievers who will cover the duties of the Registrars on leave, night duties, sleep days rostered days off (RDO) and clinical administration days.

Section 5: Performance appraisal

<i>Registrar</i>	<i>Service</i>
<p>The Registrar will:</p> <p>At the outset of the run meet with their assigned supervisor/s to discuss goals and expectations for the run, review and assessment times, and one on one teaching time</p> <p>After any assessment that identifies deficiencies, implement a corrective plan of action in consultation with their Consultant;</p>	<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 halfway through 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

Summer Roster

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:

Summer Roster

Average Working Hours - STONZ Run Category <i>(RDO's are observed)</i>	<i>Service Commitments</i>
Basic hours (Mon-Fri) 40.00	Together, The Service with the RMO Support Unit will be responsible for the preparation of any Rosters.
RDO Hours -1.60	
Rostered additional hours (inc. nights, weekends & long days) 14.70	
All other unrostered hours To be confirmed by a Run Review TBC	
Total hours per week 53.10	

Salary The salary for this attachment will be as detailed as a Category C 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
Basic hours (Mon-Fri)	40.00	Together, The Service with the RMO Support Unit will be responsible for the preparation of any Rosters.
Rostered additional hours (inc. nights, weekends & long days)	14.70	
All other unrostered hours	TBC	
To be confirmed by a Run Review		
Total hours per week	53.10	

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

Winter Roster

- Starting May until October (13 weeks total) extra hours are rostered for the expected increased winter work load.
- During winter there will be two registrars on duty to cover acute call from 1700 to 2230 during the week
- One extra registrar will also be rostered on duty for ward rounds 1000 to 2230 over the weekend

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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		Service Commitments
Basic hours (Mon-Fri)	40.00	Together, The Service with the RMO Support Unit will be responsible for the preparation of any Rosters.
RDO Hours	-2.40	
Rostered additional hours (inc. nights, weekends & long days)	16.24	
All other unrostered hours	TBC	
To be confirmed by a Run Review		
Total hours per week	53.84	

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

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Basic hours (Mon-Fri)	40.00	Together, The Service with the RMO Support Unit will be responsible for the preparation of any Rosters.
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All other unrostered hours	TBC	
To be confirmed by a Run Review		
Total hours per week	53.84	

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