



RUN DESCRIPTION

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	As per the roster or as assigned by the Specialist on service, the Registrar will be assigned to either work on; - NICU Level 3 or the Parent-Infant Nursery(PIN) (hereafter referred to as "Level 3") - NICU Level 2 (hereafter referred to as "Level 2"), - Postnatal Wards - Attend deliveries ("1st call") The Registrar will be responsible under supervision of the Duty Specialist for the care of babies under paediatric care in their allocated areas. 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.

Area	Responsibilities
	The Weekday Postnatal Ward (PW) or Weekend D shift Registrar will be responsible for patients on the postnatal wards, 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. One Registrar will care for infants in PIN and postnatal wards, including Whitinga Ora Pepi. 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 in consultation with the level 3 Specialist will assign a Registrar to this area. 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 unless assigned to the PNW duties. The Registrar will attend the daily Specialist ward round (0800-0830 hours), the Level 3 Registrar will attend the 1600 hours handover round. The Registrar will communicate with parents about their babies' condition and treatment. The Level 2 Registrar and/or Postnatal Ward Registrar will receive referrals from postnatal wards and from outside the hospital and will assess these babies with the SHO. The Level 2 registrar and/or Postnatal Ward Registrar will attend deliveries as set out in the hospital guidelines. . The Registrar will care for babies on neonatal transports. The registrar will be accompanied by a Neonatal Transport Nurse on these transports 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.
Acute Call	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. The Registrar on night duty will be responsible for the following areas: • 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	• 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. The night Registrar is required to handover to oncoming staff at the beginning of each morning ward round (0800-0830h). The day Registrar will handover to the night Registrar, NS-ANP or NP (2000-2030hours).

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 hours 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 4 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 Children's 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:

Roster

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.

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

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>
The Registrar will: • 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.	The service will provide, • 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, are paid a minimum of a C run category. 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.