



RUN DESCRIPTION

POSITION:	Registrar – Haematology
DEPARTMENT:	Haematology/General Medicine
PLACE OF WORK:	Waitemata District Health Board – North Shore Hospital and Waitakere Hospital
RESPONSIBLE TO:	Clinical Director Medicine, Haematology Clinical leader, unit manager haematology
FUNCTIONAL RELATIONSHIPS:	Consultants and registrars in the Haematology and Medicine services. Others as required.
PRIMARY OBJECTIVE:	To facilitate the management of patients under the care of the Haematology/General Medicine service.
RUN RECOGNITION:	
RUN PERIOD:	26 weeks

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 admitted to the Haematology service under the direction of the Specialist Consultant.</p> <ul style="list-style-type: none"> To supervise the safe and efficient management of patients in the care of the haematology service, under the supervision of the consultant. To undertake outpatient clinics in either North Shore or Waitakere hospital providing clinical management of outpatients with haematological disorders. Clinics will be conducted during ordinary hours under the supervision of the consultant. 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 Haematologist. To receive general practice enquiries regarding admissions or management issues involving haematology patients. To manage patients undergoing chemotherapy, perform bone marrow biopsies; assist the coagulation nurse in the management of patients with thrombotic disorders. To participate in research projects within the department of haematology.

WDHB Haematology Registrar Run Description – Effective 12 December 2011

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<i>Area</i>	<i>Responsibilities</i>
	<ul style="list-style-type: none"> Any other duties that may be required in the interest of the department, such as organising clinics, and lunchtime presentations. Participate in weekend and night rosters in the acute medical wards as notified.

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"> Lymphoma Conference A+ 1300 – 1400 Monday. Chemotherapy Meeting 0845 – 1015 Tuesday . Grand Round NSH Tuesday 1230 – 1330. Blood Club A+ Wednesday 1200 – 1300. Preparation for the written and clinical FRACP. The teaching is held between 1300 – 1600 on Wednesdays at North Shore Hospital (and occasionally Auckland). Video conference facilitates are available at both North Shore and Waitakere Hospitals and the expectation is that Registrar's preparing for the FRACP will attend. Assist the Specialist staff in ensuring appropriate patient education and teaching of RMO's nursing and other related health professionals. Registrars present case summaries and topic reviews on a regular basis. To attend peer review and educational meetings as directed by the senior medical staff.

Section 3: Roster

Hours Of Work

Ordinary hours of work:

Monday to Friday 0800 – 1600 hours.

- Night shifts will occur on Friday/Saturday nights only: 2200 – 0800 approx 1set in 6 weekends
- Day shifts Saturday and Sunday: 1300 – 2300 approx 1set in 6 weekends

The Haematology Registrar will not be present on the day of Friday before starting a night shift

Section 4: Cover

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Other Resident and Specialist Cover

After hours the Registrars will be responsible for patients under the care of the Division of Medicine and Health of Older People Services.

Additional out of hours cover is provided by the General Medicine Registrars

Section 5: Performance appraisal

Registrar	Service
<p><i>The Registrar will:</i></p> <ul style="list-style-type: none"> Ensure they arrange a formal meeting with their supervising consultant to assess and discuss their performance at the beginning of the attachment, and again at three and six months. If deficiencies are identified, the Consultant will identify these with the Registrar who should implement a corrective plan of action under the advice of their Consultant. 	<p><i>The service will provide:</i></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. <p>The Director of Basic Physician Training will be available to discuss problems and progress.</p>

Section 6: Hours and Salary Category

Average Working Hours		Service Commitments
Basic hours	40.0	
Rostered additional hours (inc. nights, weekends & long days)	5.48	
All other unrostered hours	3.0	
Total hours per week	48.48	

Salary

The Salary for this attachment will be as detailed in a Category C run to be confirmed by a run review.

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