RUN DESCRIPTION

POSITION:	**House Surgeon**

DEPARTMENT:	Emergency Medicine

PLACE OF WORK:	Auckland City Hospital

RESPONSIBLE TO:	Clinical Director and Service Manager of Emergency Medicine, through a nominated Consultant.

FUNCTIONAL RELATIONSHIPS:	Healthcare consumers, Hospital and community based healthcare workers

RUN RECOGNITION:	This run is recognised by the New Zealand Medical Council as a Category B run

RUN PERIOD:	3 months

Section 1: House Surgeon Responsibilities

Area	Responsibilities
Clinical Duties	1. (a) To be responsible for the day to day management of Emergency Department patients in conjunction with the Senior Medical Officer on duty. (b) To Consult at all times with the Senior Medical Officer on duty regarding cases involving uncertainty or threat to life. 2. Through the hours rostered to be available to respond immediately to nursing staff requests to see patients urgently in the department. 3. To see patients through-out the shift up until 30 minutes prior to the end of the shift. During the final 30 minutes ensure all patients under their care are appropriately discharged or presented for discussion at the medical staff shift handover meeting.
Administration	• Complete the ED clinical notes including attendance time and documentation of treatment, medications, referrals, and results of consultation with senior staff (including their name). • Write appropriate and legible clinical notes and, in addition, complete an electronic 'Clinical Summary' which will be emailed to the patient's GP as well as a printed copy given to the patient. Also, if appropriate, printed patient advice sheets will be explained and provide to the patient at discharge. • Attend to additional clerical matters to do with patients such as laboratory reports, complete Accident Compensation Certificates and when required to write a report for

Area	Responsibilities
	outside agencies on a particular patient e.g. Police, insurance companies.
	• Follow up abnormal laboratory results where appropriate.
Education	• Where feasible attend the weekly Emergency Medicine CME teaching session in ED.
	• In the Department clinical teaching by the Senior Medical Officer will be available on a case by case basis
Performance	• Performance will be assessed by the Director of Emergency Medicine Training based on input from senior medical staff of the department and a report forwarded to the hospital RMO Supervisor after discussion with the House Surgeon.
	• An orientation session, a verbal mid run assessment, and a final written assessment will be undertaken.
	• If deficiencies are identified during the attachment the Senior Medical Officer will bring these to the House Surgeons attention and discuss how they may be corrected.

Section 2: Weekly Schedule

		Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours
Current Roster = Revolving	**HO 1**	O	O	O	M	M	M	M	34
	HO 2	O	O	A	A	A	O	O	22.5
	HO 3	N	N	N	N	O	O	O	38
	HO 4	R	R	R	R	R	O	O	42.5
	HO 5	M	M	M	O	O	A	A	40.5
	HO 6	O	M	O	O	N	N	N	37
	HO 7	O	O	O	R	R	O	O	17
	HO 8	A	A	O	O	N	N	N	43.5

	Av hr per week inc teaching	34.38

M =	08 - 1630	A =	16 - 2330	N =	23 - 0830	O =	OFF
Medical Handover	1600		2300		0800		

Section 3: Hours and Salary Category

Hours   Average hours per week including teaching = 34.38

Salary The hours of work for this attachment estimated to be an F category run, however a minimum of a Category C run will apply to be confirmed by a run review