



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:	<p>This run is recognised as part of the requirement for:</p> <p>The Diploma of Obstetrics (Universities of Auckland and Otago)</p> <p>The Diploma of Paediatrics (University of Auckland)</p> <p>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.</p>
RUN PERIOD:	6 months

Section 1: Registrar's Responsibilities:

<i>Area</i>	<i>Responsibilities</i>
General	<p>As per the roster or as assigned by the Specialist on service, the Registrar will be assigned to either work on;</p> <ul style="list-style-type: none"> • NICU Level 3 (hereafter referred to as "Level 3") • NICU Level 2 or the Parent-Infant Nursery(PIN) (hereafter referred to as "Level 2"), or • Postnatal Wards • Attend deliveries ("1st call") <p>The Registrar will be responsible under supervision of the Duty Specialist for the care of babies under paediatric care in their allocated areas.</p>

Area	Responsibilities
	<p>The Registrar will work in partnership with Nurse Specialists- Advanced Neonatal Practice (NS-ANP) or Nurse Practitioners (NPs) and will share responsibilities for care.</p> <p>NS-ANPs and NPs are directly responsible to the on duty Specialist.</p> <p>The Level 2 Registrar will 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.</p> <p>One Registrar will care for infants in PIN. 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 will assign a Registrar to this area.</p> <p>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.</p> <p>The Registrar will attend the daily Specialist ward round (0830 hours), the Level 3 Registrar will attend the 1600 hours handover round.</p> <p>The Registrar will communicate with parents about their babies' condition and treatment.</p> <p>The Level 2 Registrar will receive referrals from postnatal wards and from outside the hospital and will assess these babies with the SHO.</p> <p>The Level 2 registrar will attend deliveries as set out in the hospital guidelines.</p> <p>Registrars will be available to attend outpatient clinics to assist the Specialist conducting that clinic on the occasion when this is necessary.</p> <p>A Level 2 Registrar (but not the PIN registrar) will be available for a weekly clinic, if babies have been booked in. The specialist initially responsible for the infant will be the first specialist contacted for advice; if the Specialist is unavailable the Level 2 Specialist will be approached.</p> <p>The Registrar will care for babies on neonatal transports (air escort is voluntary). The registrar will be accompanied by a Neonatal Nurse on these transports. Outside regular hours the Registrar remaining in the hospital during the transport will help cover the duties of the registrar or NS-ANP or NP on the transport, with any backup help needed available from the Specialist on call, with the Specialist ensuring that the Registrar is not placed in an unsafe position with regard to workload.</p> <p>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.</p>
Acute Call	<p>It is expected that workload will be shared amongst Registrars and NS-ANPs, 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.</p> <p>The Registrar on night duty will be responsible for the following areas:</p> <ul style="list-style-type: none"> • 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.

<i>Area</i>	<i>Responsibilities</i>
Administration	<ul style="list-style-type: none"> 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. <p>The night Registrar is required to handover to oncoming staff at the beginning of each morning ward round (0830-0900 hours).</p> <p>The long day Registrar will handover to the night Registrar, NS-ANP or NP (2100-2130 hours).</p>

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 Update session- Starship 0900-1000 hours Radiology Conference	0800-0830 hours Fetal Medicine (SSH Radiology Conference Room)	
p.m.	1300-1400 hours Monday Neonatal Teaching			1230 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 2 hours per week medical learning, which includes the weekly tutorial, grand round, journal club and radiology session.

Registrars are also encouraged to attend the Grand Round at Starship Childrens Hospital (Friday 1300 hours), and those Registrars preparing for the FRACP to attend the relevant teaching at Starship (Thursday pm).

Registrars are also 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	Normal Day	0830-1630 hours	8 hrs
Monday to Friday	Acute On-call	0830-2130 hours	13 hrs
Saturday and Sunday	Acute On-call	0830-2130 hours	13 hrs
Monday to Sunday	Night duty	2100-0900 hours	12 hrs
Monday	Evening duty	1330 – 2130 hours	8 hrs

Handover time of 30 minutes twice daily is included in the hours allocated to each shift.

Level 2

- **There are 5 Registrars rostered to Level 2.** There will be 1 Registrar rostered for a night duty Monday and Tuesday each week.
- There will be 1 Registrar rostered for a night duty Wednesday and Thursday each week.

There will be 1 Registrar rostered for a long day on Thursday and Friday There will be 1 Registrar rostered for a Long day on Saturday and Sunday and Public Holidays as per the roster.

Weekend cover will be shared with the Neonatal Fellow and the SHO when available. Weekend duties will involve care of:

- Infants in the Level 2 unit and PIN or,
- The postnatal wards and attendance at deliveries.

Level 3

There are 4 Registrars rostered to Level 3. All duties will be rotated equally between the 4 Registrars.

- There will be 1 Registrar rostered for a night duty on Thursday and Friday each week.
- There will be 1 Registrar rostered for a night duty on Saturday and Sunday each week.
- There will be 1 Registrar rostered for a long day on Tuesday and Wednesday each week.
- There will be 1 Registrar rostered to an evening duty on Monday each week. This registrar will hold the level 1 pager after handover at 1600 hours

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 15.0 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) and Fellows, to provide cover across both the Level 2 and Level 3 Neonatal Intensive Care Unit.

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.

Section 5: Performance appraisal:

<i>Registrar</i>	<i>Service</i>
<p>The Registrar will:</p> <ul style="list-style-type: none">• At the outset of the run meet with their designated consultant 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; and with the Training Facilitator as appropriate.	<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 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>
Basic hours (Mon-Fri) 40.0	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) 16.33	
All other unrostered hours 2.0	
Total hours per week 58.33	

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