

POSITION DESCRIPTION

Position Title:	2025 GP Registrar in Anaesthesia (RGA)
Business Unit/Division:	Office of CMO
Award Agreement:	AMA Victoria – Victorian Public Health Sector – Doctors in Training Enterprise Agreement 2022-2026
Classification:	HM25 – HM30
Employment Type:	Fixed Term, Full Time
Reports to:	Director of Anaesthesia & Perioperative Medicine Chief Medical Officer through Junior Medical Workforce Unit
Date Prepared/Updated:	24/05/2024
General Role Statement:	Provide anaesthetic, perioperative medical, resuscitation & pain management services across the health service as required.

ORGANISATIONAL OVERVIEW

Introduction

At Northern Health, we take care of the residents of Melbourne's north, by providing a diverse range of health services at Northern Hospital Epping, Broadmeadows Hospital, Craigieburn Centre and Bundoora Centre. We also collaborate with our partners to help expand the range of healthcare services offered to our culturally rich and diverse community.

Northern Health provides a vibrant, fast-paced workplace, with the busiest Emergency Department in Victoria. We are located in the rapidly growing northern suburbs, which is driving us to think innovatively about the needs of the population and what the health system of the future might need to look like to meet those needs.

As an organisation, we are shifting our focus from illness to putting a spotlight on supporting our community in 'staying well'. In order to achieve this, we are developing strong relationships with other health service providers and the community across the region, to help us think differently about the future.

Northern Health provides a dynamic working environment, with a strong culture of teamwork, diversity, safety and respect.

Our Strategic Plan

Northern Health's Strategic Plan for Northern Health includes the following elements -

Our Vision:

A healthier community, making a difference for every person every day.

Our Values:

- Safe – We provide safe, trusted care for our patients. We are inclusive, culturally safe, celebrating the diversity of our community.
- Kind – We treat everyone with kindness, respect and empathy.
- Together – We work together with our staff, patients, consumers and health system partners.

Our Priorities:

Northern Health has determined five strategic goals. Focussing on these goals will support us to achieve our vision and mission.

- A safe, positive patient experience
- A healthier community
- An innovative and sustainable future
- Enabled staff, empowered teams
- Engaged learners, inspired researchers

These priorities are inter-related in that success in one area is dependent on success in another. Detailed plans have been developed to support each of the priority areas.

All Northern Health employees will contribute to improving patient safety by being familiar with and applying the National Safety and Quality Standards and criteria.

Safety, Quality and Clinical Governance at Northern Health

Northern Health is dedicated to providing the highest quality of care in the safest possible environment for every patient every time. We are focused on strengthening the safety and quality of care across the continuum, with a focus on saving lives, reducing harm and improving the patient experience.

Northern Health's safety and quality improvement activities focus on delivering the Strategic Plan and Operational Business Plans and are supported by the Northern Health Clinical Governance and Risk Frameworks, and the Northern Health Quality Improvement Methodology.

The Northern Health Quality Management System brings together the core elements that underpin how:

- Quality and Clinical Governance is determined
- Quality services are delivered
- Risk is managed
- Audit – what matters is monitored
- Our committees monitor performance of controls put in place to ensure safe patient care

ROLE STATEMENT

Anaesthetic services at Northern Health are provided at the Northern Hospital (Epping) and Broadmeadows Hospital sites. A broad range of specialties, including obstetrics, paediatrics, orthopaedics, colorectal, hepatobiliary, urology, ENT and plastic surgery are supported. Support is also provided to the Emergency Department, Intensive Care Unit and for off-the-floor anaesthetic services. The main campus at Northern Hospital has 10 operating theatres with further anaesthetising locations including endoscopy, radiology, ECT and cardiology. Daily preadmission clinics and Acute Pain Rounds take place. A Chronic Pain service is also supported. Broadmeadows Hospital has 4 operating theatres with 2 endoscopy suites and an ECT suite.

The health service's motto of "*Safe, Kind, Together*" is one to which the Department of Anaesthesia and Perioperative Medicine wholeheartedly subscribe.

This document outlines the Department of Anaesthesia and Perioperative Medicine's expectations of performance of the Senior Registrar/Fellow in Anaesthesia.

The GP Registrar in Anaesthesia will provide timely assessment and management of patients requiring anaesthesia for surgery or other procedures, as well as provide medical input into their perioperative journey. In addition, they will participate in the required resuscitation and pain management.

As aligned with ANZCA (Australian and New Zealand College of Anaesthetists) and departmental guidelines, they will also provide a supervisory role for junior medical staff and participate in the education, quality improvement and research activities of the Department of Anaesthesia and Perioperative Medicine.

The position involves shift work with an expectation that allocated shifts will be worked.

All employees:

Quality, Safety, Risk and Continuous Improvement

- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives
- Follow organisational safety, quality & risk policies and guidelines
- Maintain a safe working environment for self, colleagues and members of the public.
- Maintain an understanding of individual responsibility for patient safety, quality & risk as outlined in Northern Health [Clinical Governance & Patient Experience – Trusted care procedure.](#)
- Contribute to organisational quality and safety initiatives.
- Escalate concerns regarding safety, quality & risk as appropriate
- Promote and participate in the evaluation and continuous improvement processes
- Comply with principles of Patient-Centred Care
- Comply with Northern Health mandatory continuing professional development requirements
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements

KEY RESULT AREAS AND MAJOR RESPONSIBILITIES

Regular Duties

- To assist anaesthetic consultants in the care of patients undergoing anaesthesia and surgery
- To participate and support the Pain Service at Northern Health as rostered/required
- To attend regularly both in-hours and out-of-hours according to rosters
- To attend training activities as requested by the supervisor of training
- To provide clinical support for other registrars/HMOs where this may be required due to workload or other unforeseen circumstances

Provision of Appropriate Care to:

- All patients within the hospital requiring perioperative and anaesthetic care as well as assistance with pain management
- Patients for whom consultation is requested
- Relevant patients in day surgery, medical imaging, endoscopy, and emergency departments

Anaesthetic Registrars may be expected to Support the Following Services:

- Emergency Department
- Intensive Care Unit
- Obstetrics/Delivery Suite
- Other inpatient specialties through consultation requests

Quality

- To ensure that patients/families are given adequate information upon which to base treatment decisions and follow-up

- To participate in the Department of Anaesthesia and Perioperative Medicine's quality assurance activities, program(s) and audit activity as requested by senior staff
- To be responsive to patient and relative complaints, liaising with appropriate senior staff and the patient advocate

Communication

- To facilitate excellent communication and liaison with other staff involved in the patient's care
- To inform the Director of Anaesthesia and Perioperative Medicine of any relevant administrative issues

Compliance

- To abide by the Health Service policies and procedures
- To comply with the Australian Medical Association Code of Ethics
- Clinical privileges will be granted to anaesthetic registrars/fellows in accordance with departmental policy

Medical Records

- To complete the appropriate documentation in the patient's medical record
- Entries should be legible, timely, comprehensive, and accurate
- Anaesthetic charts must comply with the standards recommended by ANZCA

Administration

- To ensure that up-to-date contact information is made available to the hospital
 - To provide notification of inability to attend clinical duties for any reason by notifying Junior Medical Workforce Unit (JMWU) or the person on call for JMWU via communication centre, at least 2 hours prior to commencement of a rostered shift.
 - To notify the Director of Anaesthesia and Perioperative Medicine and the Junior Medical Workforce Unit in writing of all roster swaps/changes, as per policy.
 - To provide a minimum of six weeks' notice in writing to the Director of Anaesthesia and Perioperative Medicine and the Junior Medical Workforce Unit if examination leave will be required.
 - Salary packaging – In the event that tax becomes payable on fringe benefits, the total cost of the package to the hospital will not increase
-

SELECTION CRITERIA

Qualifications, Registrations and Qualities

Essential

- Be registered trainees with RACGP and/or ACRRM and have completed at least one year of their primary fellowship training OR have fellowship with RACGP or ACRRM.
- Have completed an accredited Advanced Life Support 2 (ALS-2) course within 52 calendar weeks prior to commencing rural generalist anaesthesia training.
- Medical registration with the Medical Board of Australia under the Australian Health Practitioner Regulation Agency (AHPRA)
- Current National Police and Working with Children History Check
- The Staff Immunisation Questionnaire must be completed by all new employees as part of the mandatory on-boarding process.
 - **New employees are not permitted to undertake any activity that requires patient contact prior to clearance by the Staff Immunisation Nurses**
 - This also includes evidence of having the Flu vaccination on a yearly basis
 - New employees with contraindications to vaccinations or who decline vaccination are required to attend a face-to-face consultation with the Immunisation Nurses for appropriate documentation of their contraindications or declination. This must be completed **PRIOR** to commencing any work with Northern Health.

Employee Declaration

I have read, understood and accept the above Position Description.
(Please print name)

Signature: Date:

Northern Health provides a diverse range of health services at its campuses located at Northern Hospital itself in Epping, Broadmeadows Hospital, Craigieburn Centre and Bundoora Centre. Anaesthetic services are provided at the Northern Hospital and Broadmeadows Hospital sites. A broad range of specialties, including obstetrics, paediatrics, orthopaedics, colorectal, hepatobiliary, urology, ENT and plastic surgery are supported. Support is also provided to the Emergency Department, Intensive Care Unit and for off-the-floor anaesthetic services. The main campus at Northern Hospital has 10 operating theatres with further anaesthetising locations including endoscopy, radiology, ECT and cardiology. Daily preadmission clinics and Acute Pain Rounds take place. A Chronic Pain service is also supported. Broadmeadows Hospital has 4 operating theatres with 2 endoscopy suites and an ECT suite.

The health service's motto of "*Safe, Kind, Together*" is one to which the Department of Anaesthesia and Perioperative Medicine wholeheartedly subscribe.

A fellowship at Northern Health provides training and familiarisation with anaesthesia for the above subspecialties within a supportive and collegiate department.