

POSITION DESCRIPTION

Position Title:	O&G Senior Registrars (Accredited) O&G Chief Registrar (Accredited) O&G Senior Registrars (non-RANZCOG Accredited)
Business Unit/Department:	Obstetrics and Gynaecology
Division:	Women's and Children's
Award/Agreement:	Doctors in Training (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) – Enterprise Agreement 2022-2026
Classification:	HM25 – HM30
Reports To:	Clinical Services Director, Women's and Children's Heads of Unit: Obstetrics, Gynaecology and MFM
Direct Reports:	HMO and Junior Registrars
Date Prepared/Updated:	31/05/2023

Position Purpose

2024 Senior Registrars O&G:
1. RANZCOG Accredited Senior Registrars,
2. Chief Registrar, and
3. Non-accredited Senior Registrars

“It is the vision of the Women's and Children's Division of Western Health to become the best training centre for obstetrics and gynaecology in Australia.”

Joan Kirner Women's & Children's (located at Sunshine Hospital) is a tertiary metropolitan hospital in the west of Melbourne, and Bacchus Marsh is a peripheral obstetrics and gynaecology unit also governed by Western Health.

At recent accreditations by RANZCOG, our unit was commended for senior leadership, excellent training opportunities and the exceptional level of consultant support provided both in and after hours for registrars.

In line with our shared vision to provide both excellence in clinical care and vocational training, the unit has strived to provide an environment for registrars and junior staff that is second to none in Australia. We have regularly attracted applicants from other Melbourne tertiary hospitals as well as interstate and overseas.

The team-based structure (with obstetrics and gynaecology covered simultaneously during rotations) is complemented by exposure to subspecialty cases, including advanced laparoscopy, pelvic floor, maternal fetal medicine and gynaecological oncology. The advantage to senior registrars at our hospital is the absence of subspecialty gynaecology Fellows, leading to a much more active engagement of the registrars

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in case management and operations. Our MFM unit has an accredited Fellow but has a sufficient case load to allow for ample exposure to training opportunities in the unit.

Senior registrar positions (RANZCOG accredited) for 2024 are structured to provide a mix of obstetric and gynaecology exposure and training opportunities. With the exception of the Advanced Obstetrics Position, all of our positions would allow for the completion of Generalist Obstetrics and Generalist Gynaecology Advanced Training Modules.

It is expected that senior registrars will be able to maintain and develop complex obstetric management skills, including tertiary level birthing unit management, complex operative obstetrics and supervision/teaching of junior trainees and HMOs. Training objectives include:

- Develop and demonstrate skills relevant to audit, clinical research trials, leadership and administration relevant to a busy Level 6 maternity service
- Develop specific skills relevant to intended future scope of specialist practice post FRANZCOG
- To this end the positions each have a combination of:
 - Service commitment to the birthing services, including antenatal clinic, acute birthing and inpatient obstetric care (including rostered after-hours)
 - Rotation through one or more of the following service units, each of which will have a program modelled on the Advanced Training Modules (ATM):
 - Gynae Oncology – attached to a gynae-oncology subspecialty unit
 - Endoscopic surgery with AGES specialists and general gynaecology units routinely performing AGES Level 5 cases (including TLH)
 - Pelvic floor disorders management
 - General scope of practice –training in open, minimally invasive & vaginal surgery suitable for advanced trainees intending to have a broad scope of specialist practice
 - Colposcopy practice for SRs intending to become C-QuIP certified for specialist practice post-FRANZCOG
 - MFM – attached to the MFM unit, working in fetal and maternal medical clinics, ultrasound lists and birth suite
 - Advanced Obstetrics – procedural obstetrics, labour ward, CS lists, ultrasound and high-risk antenatal clinics
 - Participation in quality assurance, audit and teaching programs
 - The SR appointments may include a 3-month rotation to Bacchus Marsh hospital. This term offers excellent high volume operating and general gynaecology experience, and obstetric on call.
 - All registrars participate in on call and night shifts, including some weekends
 - All senior registrars are expected to participate in teaching and mentorship of junior trainees, Women's Health diploma and certificate candidates, and resident medical officers

The Chief Registrar is selected from the accredited senior registrars. The Chief Registrar maintains a clinical work load and training, but also has additional responsibility in JMS leadership including:

- The coordination of education and training
- Medical student teaching and mentoring
- The dissemination of information to JMS and SMS
- Recruitment of HMO and registrar applicants for the following year
- JMS Rostering
- Pastoral care / wellbeing for JMS
- JMS representation on monthly management meetings and senior staff meetings and within the organisation
- Advocacy and representation on behalf of O&G JMS

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Ideally suited to a trainee in their final year, the Chief registrar role allows scope for independent operating and consolidation of consultant level skills. The Chief Registrar has additional allocated administration time and does not do a night duty rotation. This is a 12-month position.

Transition to Fellowship Program.

The Western Health O&G Training Program is committed to preparing senior trainees for specialist consultant practice.

- Trainees in their 6th (final) year of training will have opportunities to act in a (supervised) junior consultant role, including on the after-hours roster as first on call with proximate senior consultant support, and in theatres as a primary operator with junior assistance and consultant support

- We aim to support senior trainees who identify specific areas of future scope of practice to achieve the necessary skills to meet that objective (for example: colposcopy, complex Caesarean Section, ultrasound, early pregnancy care)

Non-accredited Senior Registrar positions are more focused on service provision, predominantly in the Obstetric Unit, but with ample opportunity for the motivated and committed appointee to build on current expertise and develop new skills. The high acuity, high volume workload combined with excellent consultant and junior supports provides ample opportunities for stimulating and fulfilling work in O&G. Whilst operative gynaecology sessions will be concentrated on the RANZCOG trainees, non-accredited senior registrars will be involved in a wide range of ambulatory care (including colposcopy, hysteroscopy, general gynaecology and early pregnancy), as well as wide exposure to acute obstetrics, including obstetric surgery and acute gynaecology.

Please note: this position is available to medical practitioners who have completed at least four (4) years FRANZCOG (or equivalent) training (accredited positions) or suitable experience at registrar level (unaccredited positions). Past working experience within Australian Medical Hospital System for at least two (2) years is highly desirable. Only applicants with past experience in this area of speciality need apply, as experience in the area of Obstetrics and Gynaecology is a mandatory requirement.

To apply you must meet the requirements below:

1. Australian-trained medical graduates holding AHPRA general registration without any restrictions or conditions and who have completed a minimum of 4 years full time medical employment with RANZCOG or an equivalent accredited post-graduate program
2. International Medical Graduates who have completed a minimum of 2 years full time medical employment in Australia (desirable), must have passed AMC MCQ (Part 1); and achieved a ranking of 7

Business Unit Overview

The Medical Workforce Unit is responsible for the recruitment, administration, education & training and support of junior medical staff at Western Health.

The Medical Education Unit is responsible for the education and training of prevocational medical staff at Western Health.

The relevant Clinical Division is responsible for the provision of inpatient and outpatient clinical services by a multidisciplinary team. Unit Handbooks detailing unit structures, key staff, services provided and other specific unit information are provided to junior medical staff at the commencement of their rotation within each unit.

Key Responsibilities

- Participate in on-going assessment of competencies via college assessment forms

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- Work under the supervision and support of the Head of Unit or Receiving Consultant to further develop general clinical and decision-making skills
- Perform unit duties as delegated by the Unit Head or Receiving Consultant in accordance with Western Health policies and procedures and relevant legislation
- Ensure notification to the appropriate consultant of patients referred to the Department, and provision of initial assessment of referred patients
- Ensure quality patient care via clinical assessment, admissions and development of management plans
- Provide day to day clinical management of patients and ensure attendance at ward rounds
- Assume responsibility for patient care in accordance with the care model of the ward/unit, ensuring that required clinical procedures are performed with appropriate training and supervision
- Initiate and provide interpretation of clinical investigations
- Accurately reflect the patient's requirements, outcomes or events within prescribed Western Health documentation, ensuring all legal requirements are met in regards to legibility of content and identity of reporter in accordance with Western Health policies and procedures
- Participate in the development of discharge plans that reflects the needs of patients and their significant others and demonstrates understanding of the role of community providers
- Assume responsibility for communication with community providers
- Provide supervision for the clinical activities of the junior medical staff on the unit, according to the level of experience of the individual
- Provide clinical handovers
- Ensure own health and well-being and seek assistance if impairment in physical or mental health is impacting on job performance
- Work collaboratively and respectfully with multi-disciplinary team members to achieve desired outcomes for patients through effective communication and attendance and participation in unit and site clinical meetings
- Exchange and share information from participation in seminars and conferences with colleagues via in-services, presentations, education forums, team meetings etc.
- Demonstrate a caring and empathetic approach towards patients at all times
- Participate and contribute to improvement of policies, procedures and protocols and identify areas of improvement in clinical practice
- Undertake ongoing self-directed learning by participation in continuing education activities and attendance at clinical meetings, including any mandatory training programs
- Assist in collection of data for audit purposes, and participate in research activities undertaken within the unit where required
- Coordinate and participate in the teaching of junior doctors and medical students
- Cover other Units as part of the after-hours roster or as requested by the Medical Workforce Unit
- Perform other duties as delegated by the Unit Head or Unit Registrar

In addition to the key responsibilities specific to your role, you are required to deliver on the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

Key Working Relationships

- Clinical staff including medical, midwifery, nursing, and allied health
- Patient support and administrative staff
- Medical Workforce Unit
- Medical Education Unit

Selection Criteria

- A medical qualification recognised in Victoria, Australia
- Current medical registration
- Clinical competence as required for level of position
- Ability to work as part of a team
- Commitment to professional development

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Additional Requirements
<p>All employees are required to:</p> <ul style="list-style-type: none"> • Obtain a police / criminal history check prior to employment • Obtain a working with children check prior to employment (if requested) • Obtain an Immunisation Health Clearance prior to employment • Report to management any criminal charges or convictions you receive during the course of your employment • Comply with relevant Western Health clinical and administrative policies and guidelines • Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures • Fully co-operate with Western Health in any action it considers necessary to maintain a working environment which is safe and without risk to health • Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health • Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Western Health • Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, the Victorian Occupational Health and Safety Act 2004, the Victorian Occupational Health and Safety Regulations 2017 (OHS Regulations 2017), Fair Work Act 2009 (as amended), the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the sharing of health information, the Family Violence and Child Information Sharing Schemes, Part 5A and 6A Family Violence Protection Act 2008 • Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines
General Information
<ul style="list-style-type: none"> • Redeployment to other services and sites within Western Health may be required • Registrars may be required to attend or work across all Western Health sites as part of their O&G Registrar role • Employment terms and conditions are provided according to relevant award/agreement • Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace. • Western Health is committed to Gender Equity • Western Health provides support to all personnel experiencing family and domestic violence • This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs. • Western Health is a smoke free environment

I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee's Name: [Click here to enter the Employee's name.](#)

Employee's Signature: _____

Date: [Click here to enter a date.](#)

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