



Date	May 2022
Position Title	Senior Registrar
Division	Surgical Services
Reports to	Executive Manager Clinical Operations

SECTION 1

Mission, Vision, and Values

Mission: - To deliver the highest quality healthcare experience for patients.
Vision: - To be the preferred choice of Doctors, Staff and Patients, recognised for the provision of high-quality medium acuity surgical services and palliative care.
Values: Bethesda Health Care is committed to the following values:

- Teamwork – we create an environment of unity and togetherness.
- Respect – we recognise and acknowledge the uniqueness and value of every individual.
- Integrity – we demonstrate honesty and trust.
- Compassion – we work to express God’s love through a caring expression of kindness, tolerance, and tenderness.
- Excellence – we excel in all that we do so that we can promote the mission of our hospital.
- Professionalism – we have pride in the high level of care and service we offer.

Staff are expected to demonstrate these values in the way they work and live the positive behaviours as described in the Bethesda Health Care Code of Conduct and contribute to and promote the positive working culture of the organisation.

SECTION 2

Position Summary and Role Purpose

The Senior Registrar has the ability to work effectively as part of a multidisciplinary team; applies theoretical knowledge and experience in determining the appropriate clinical diagnosis, investigations, and treatment of patients.

The Visiting Medical Officer (VMO) maintains overall clinical governance for the care of their patients with the Senior Registrar’s support.

SECTION 3

Key Working Relationships

INTERNAL	EXTERNAL
Bethesda VMOs/Consultants	Patients, Families, and the general community
Executive Manager Clinical Operations	
Clinical Nurse Manager, Surgical Services	
Departmental colleagues in all disciplines and professions	
Interdepartmental colleagues in all disciplines and professions	

SECTION 4

Key Tasks, Responsibilities, Outcomes and Activities

Clinical Management

Duties include:

- Management of patient care under the supervision and guidance of VMOs and Consultants.
- Maintain effective communication with VMOs, patients, their family relatives and carers, hospital staff, medical colleagues, and General Practitioners.
- Work within scope of practice and personal levels of expertise and seek assistance as required.
- Maintain close liaison with VMOs and Consultants regarding the patient's condition.
- Ensure effective handover of patients requiring ongoing care and monitoring at the end of each shift.
- Maintain medical records in accordance with hospital policy and requirements.
- Complete documentation in line with coding requirements and complete discharge summary paperwork according to hospital processes.
- Participate in the daily multidisciplinary meetings where relevant.
- Organise investigations and review results of patients in conjunction with the VMO/Consultant, including using Medway.
- Review clinically unwell patients as requested by clinical staff and liaise with the VMO/Consultant for further management.
- As deemed appropriate by the VMO, perform simple clinical procedures such as:
 - Arterial blood gas/venous and other body fluid sampling, including using point of care analyser or integration with onsite resources, i.e., Cat S Lab
 - Catheterisation of urinary tract
 - Management of intercostal catheters
 - Suturing
 - Cannulation of peripheral veins
 - Insertion of nasogastric tubes and other procedures.
- Referral of patients to allied health professionals, medical specialists and others as deemed appropriate and in conjunction with VMOs.
- Prescribe medications and fluids in accordance with the medical management plan in conjunction with the VMO.
- Participate in Antimicrobial Medication Stewardship.
- Attend medical emergencies and provide leadership (in conjunction with Bethesda's existing structures) until relieved by more senior medical staff.
- Assist in quality review and management activities.
- Provide training and mentoring to new Registrars and other multidisciplinary clinicians.

- Assist in identifying, analysing, assessing, monitoring, and reporting risks that could impact the work environment.
- Provide medical coverage for all hospital patients when VMOs and other medical officers are unavailable.
- Provide surgical assistance in emergencies (when able to).
- Commitment to the highest professional standards and ethics.
- In conjunction with the Executive Manager, deal with complaints concerning the Surgical Services Unit and ensure adequate documentation is maintained.
- Commitment to the after-hours roster as required.
- All other reasonable duties as directed by Manager/Supervisor.

Teamwork

- Provides medical leadership within the surgical care services.
- Commitment to a team-based approach to clinical care.
- Participate as a valued team member promoting and contributing to a supportive team environment.

Communication

- Communicate effectively with all patients, relatives, hospital staff, medical colleagues, and General Practitioners using the appropriate channels, utilising appropriate formal and informal communication channels.

Education

- Provide ongoing education to internal in an informal and formal setting.
- Provide time and coverage for other staff members to attend professional development training.

Service Development

- Identifies gaps in service delivery and actively seeks ways to develop innovative ideas to assist in service development as an individual working within a team.
- Assist in reviewing and developing procedures and policies.

SECTION 5

Health, Safety, and the Environment

- Adhere to policies, procedures, and standard operating procedures.
- Report incidents, hazards, and injuries.
- Use personal protective equipment as required and directed.
- Raise WHS issues with WHS representative/s and introduce change.
- Promote a safe work environment by assessing the work environment and not misusing or bypassing systems of equipment.
- Perform hand hygiene.
- Support staff wellbeing.

SECTION 6

Governance, Quality and Risk

- Record initiatives and issues in Incident Management System.
- Active participant in quality system improvements.
- Abide by Bethesda Health Care's Code of Conduct, Work Health and Safety legislation, *Equal Opportunity Act*.
- Complete organisation orientation, mandatory training, participate in development reviews and support the performance of others.

SECTION 7

Partnering with the Consumer

Acknowledging and involving patients with their care, responding to both clinical and non-clinical queries, providing assistance as appropriate, and encouraging the use of formal feedback systems.

SECTION 8

Selection Criteria

Qualifications
<p>Essential</p> <ul style="list-style-type: none"> ▪ Full registration as a medical practitioner with AHPRA. ▪ Current Police Check (no more than six months old and Working with Children Check). <p>Highly Desirable</p> <ul style="list-style-type: none"> ▪ Current Advanced Life Support qualification (accredited by Australian Resuscitation Council) or equivalent.
Knowledge
<p>Essential</p> <ul style="list-style-type: none"> ▪ Proven competence in applying medical knowledge and sound judgment in clinical diagnosis, investigation, and treatment of patients. ▪ Demonstrate clinical and procedural experience commensurate with the clinical responsibilities of a Senior Registrar. <p>Desirable</p> <ul style="list-style-type: none"> ▪ An understanding and the ability to apply quality improvement principles in medical practice and within an accredited hospital.
Skills
<ul style="list-style-type: none"> ▪ Well-developed ability to liaise and communicate effectively with patients, relatives, staff, and colleagues. ▪ Ability to set priorities and meet deadlines. ▪ Demonstrated ability to contribute to the general management of a clinical unit in a customer-focused environment, including the ability to work as a member of a multidisciplinary team. ▪ Understanding of and capacity to embrace the organisation's mission and values and an ability to apply them practically. ▪ Demonstrate a record of professional behaviour.

SECTION 9

Acceptance of Position Description

Employee

Date