

RUN DESCRIPTION

POSITION:	Registrar - Immunology and Infectious Diseases
DEPARTMENT:	Paediatrics Immunology and Infectious Diseases
PLACE OF WORK:	Starship Hospital
RESPONSIBLE TO:	Clinical Director Medical Subspecialties, through a nominated Consultant.
FUNCTIONAL RELATIONSHIPS:	Healthcare consumer, Hospital and community-based healthcare workers
PRIMARY OBJECTIVE:	To facilitate the management of patients under the care of the Immunology and Infectious Disease Service.
RUN RECOGNITION:	This run is recognised by the Royal Australasian College of Physicians.
RUN PERIOD:	6 months

Section 1: Registrar's Responsibilities

Area	Responsibilities
Acute Call Responsibility	<ul style="list-style-type: none"> • While on call the acute Paediatric Medical Registrar phone and Paediatric Resus pager are held. • The Medical Registrar on acute call is available to advise on children in CED. The decision to admit a child is made by the Medical Registrar on acute call. • On hand over of admissions from the emergency department, full and appropriate clinical notes and the ongoing management are the responsibilities of the medical registrar on call. • If a child is referred to the Medical registrar on acute call from CED and the Registrar feels that admission is not appropriate they will review the child in CED and suggest an alternative plan with the CED staff. • Review of medical admissions to PICU. • The acute call Medical Registrar will take GP calls for advice and/or admission. They will notify ED if there is concern regarding the severity of the condition of the child. • Attend emergency calls alerted to by the Paediatric Resus pager.
Clinical Responsibility	<ul style="list-style-type: none"> • Divided 0.5 Infectious Diseases and 0.5 Immunology. • Responsibilities include all patients under and referrals to both the Paediatric Infectious Disease and Immunology services. • Daily ward rounds and reviewing the Immunology/Infectious disease patients. • Implement management and treatment for the above patients. • Timely response and follow-up of Infectious disease and Immunology consults • Attend Immunology and Infectious Disease Outpatient clinics. • Assist Immunology nurse specialist with planning and supervision of venom desensitisation and food challenges. • Perform required procedures as necessary. • Arrange appropriate investigations and ensure follow up of results. • Legible notes are to be written in patients charts on a daily basis and when management changes are made. Entries must be dated, signed and have a legible printed name accompanying the signature. • In conjunction with the House Surgeon ensure problem lists are formulated and maintained up to date in the front of all inpatient notes. • Weekend plans will be formulated and in place. • Liaise with other staff members, departments and health professionals in the management of patients. • Communicate with patients and their families about their concerns and facilitate their understanding of the medical issues involved. • On discharge ensure appropriate follow up is in place, including written information where appropriate. A written discharge will be completed within a reasonable period of time and forwarded to the appropriate health professionals including the family doctor. • All the above duties will be in conjunction with house officers and the consultant responsible for that patient. Where appropriate the registrar will supervise junior staff and help them with problems as needed. The Registrar will discuss with the consultant as needed and over difficult diagnostic or management areas.

Section 2: Training and Education

Training and Education					
	Monday	Tuesday	Wednesday	Thursday	Friday
0800	Handover	Handover	Paediatric Update 0800-0900	Handover	Handover
0830	ID Journal Club followed by ID handover	Ward Round	Immunology outpatient clinic	Ward Round	ID ward round/plate round
1000	Ward round				
1100					
1230	ID team meeting every 2 weeks		Registrar Teaching 1230-1330		
1300	Combined immunology meeting (adult paed, present 1:4)	Rheumatic Fever/Infectious disease Clinic			Starship Grand Round 1300-1400
1400	Immunology Team Meeting and teaching				
1500					
1600					
1700					

NB: Dates and times of the above sessions may change.

There is a minimum of 2 hours per week medical learning, which includes the following:

- Immunology Team Meeting & Teaching
- Infectious disease team meeting/ID Journal club
- Registrar Teaching every 4th Wednesday from 1-5pm
- FRACP part 1 teaching (if doing the FRACP exam)
- Combined immunology meeting
- Paediatric update
- Starship Grand Round

Section 3: Roster

Roster

The hours of work of the Paediatric Registrars are as follows:

Ordinary hours	Monday to Friday	0800 - 1700
Long days on site	Monday to Friday	0800 - 2230
Long days on call off site	Monday to Friday	1700 - 2230
Night Duty	Monday to Sunday	2200 - 0800
Weekend ward round on site	Saturday and Sunday	0800 – 1700
Weekend ward round on call off site (following ward round)	Saturday and Sunday	1700 – 2230
Weekend long day on site	Saturday and Sunday	0800 – 2230
Clinical Administration day	Monday to Friday	0800 - 1700
Winter Roster: Ward call shifts 1000-2230 on weekends		

Each Registrar contributing to the roster will be rostered up to two sets of RDO's not abutting a weekend free of duty per four-month rotation.

All Paediatric Registrars will be allocated two clinical administration days per four-month rotation.

Section 4: Cover

Other Resident and Specialist Cover

Cover for sickness is provided by the short notice reliever (when available), or by the payment of additional duties or cross cover (as per the collective agreement.)

- There are 11 subspecialty Paediatric Registrars
- 2 Cardiology Registrars
- 2 Respiratory Registrars
- 2 Oncology Registrars
- 1 Endocrinology Registrar
- 1 Gastroenterology Registrar
- 1 Neurology Registrar
- 1 Infectious Diseases/Immunology Registrar
- 1 Renal Registrar
- There is one Child Protection Registrar, four General Paediatric Registrars, one Consult Liaison Registrar and one Outpatient Clinic Registrar
- There are six Paediatric Registrar Relievers who will cover the duties of the Registrars on leave, night duties, sleep days rostered days off (RDO) and clinical administration days.

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 assigned supervisor/s 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; 	<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 halfway through 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

Summer Roster

Average Working Hours - SToNZ Run Category (not observing RDO's)	Service Commitments										
<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">Ordinary Hours</td> <td style="text-align: right;">40.00</td> </tr> <tr> <td>RDO Hours</td> <td style="text-align: right;">-1.78</td> </tr> <tr> <td>Rostered additional hours</td> <td style="text-align: right;">14.36</td> </tr> <tr> <td>All other unrostered hours</td> <td style="text-align: right;">4.28</td> </tr> <tr> <td>Total Hours</td> <td style="text-align: right;">56.86</td> </tr> </table>	Ordinary Hours	40.00	RDO Hours	-1.78	Rostered additional hours	14.36	All other unrostered hours	4.28	Total Hours	56.86	<p>The Service, together with the RMO Unit will be responsible for the preparation of any Rosters.</p>
Ordinary Hours	40.00										
RDO Hours	-1.78										
Rostered additional hours	14.36										
All other unrostered hours	4.28										
Total Hours	56.86										

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

Extended Winter Roster

- Starting mid-July until mid-October (12 weeks total) extra hours are rostered for the expected increased winter workload.
- During winter there will be two registrars on duty to cover acute call from 1700 to 2230 during the week and 0800- 2230 during the weekend.
- One extra registrar will also be rostered on duty for ward rounds 1000 to 2230 over the weekend.

Average Working Hours - SToNZ Run Category (not observing RDO's)		Service Commitments
Ordinary Hours	40.00	The Service, together with the RMO Unit will be responsible for the preparation of any Rosters.
RDO Hours	-2.67	
Rostered additional hours	15.85	
All other unrostered hours	2.1	
Total Hours	55.28	

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