

RUN DESCRIPTION

POSITION:	Registrar – Renal & Rheumatology
DEPARTMENT:	Paediatric Renal and Rheumatology
PLACE OF WORK:	Auckland City Hospital – Starship Children’s Hospital
RESPONSIBLE TO:	Clinical Director and Manager, through a nominated Consultant/Physician.
FUNCTIONAL RELATIONSHIPS:	Healthcare consumer, Hospital and community-based healthcare workers

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.
Clinical Responsibility	<ul style="list-style-type: none"> • Responsibilities include all patients under and referrals to the Paediatric Renal & Rheumatology services. The division between Renal & Rheumatology is set at 0.8 and 0.2 respectively • Daily ward rounds and reviewing the above patients. • Attend outpatient clinics – General Nephrology clinic 2 to 3 times per month • Attend end stage and Renal Transplant clinic at least 2 to 3 times during the 4-month rotation to learn aspects of dialysis and renal transplant care
	<ul style="list-style-type: none"> • Implement management and treatment for the above patients. • 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. • Weekend plans will be formulated and in place. • Perform required procedures as necessary. • 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 a written discharge summary. This will be completed within a reasonable period of time and forwarded to the appropriate health professionals including the family doctor. • Consult on inpatient referrals to the renal service as deemed appropriate by the on-call consultant. • All the above duties will be in conjunction with junior house staff 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	Update 0800-0900	Handover	Handover
0900	Renal Transplant clinic	Transplant and Dialysis clinic	Combined Renal team ward round	Renal PUT clinic – q2 weekly	0830 Renal consultant hand over
1000	Rheumatology team meeting		Ward round		Renal consultant ward round
1100	Renal ward round		VirtualMDM clinic and complex Uroradiology		Renal teaching
1230		Journal club (monthly) 1230-1330	Registrar Teaching 1230-1330		
1300		Seminar (monthly) 1400-1600	Renal Clinic		Grand Round 1300-1400
1500		Biopsy meeting			
1600 1700				FRACP part 1 Teaching 1500- 1700	

Note: dates and times for the sessions above may change.

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

- Renal Team Teaching, Level 6 Tutorial Room, Friday 1100-1200.
- Registrar Teaching, Henley Room CEC every 4 weeks on Wednesday 1300-1700
- FRACP part 1 teaching (for written exam candidates), Thursday 1500-1700
- Renal Journal Club, 3rd Tuesday of each month 1230-1330
- Renal Seminar/audit 4th Tuesday of each month 1400-1600

Section 3: Roster

Roster

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

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|---------------------------------------|-----------------------|-------------|
| • 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 | Saturday and Sunday | 1700 – 2230 |
| • (following ward round) | | |
| • 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 at 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.

Section 4: Cover

Other Resident and Specialist Cover

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

In accordance with clause 12.1.2b of the SToNZ MECA, where there are weekdays completely free from rostered duties (RDOs), these days shall not be counted in the ordinary hour’s calculation as part of the run category. This excludes sleep recovery days that fall Monday through Friday. This will apply in the following circumstances:

- As per Appendix 3: Transition Provisions – Translation to the Salary Categories in Clause 12 of the SToNZ MECA, where an RMO joins SToNZ and the published roster has weekday RDOs and these will be observed
- There are weekday RDOs as part of the roster

Where this applies the category for the run is set out below:

Average Working Hours - STONZ Run Category (RDO's are observed)	Service Commitments
Ordinary Hours 40.00	The Service, together with the RMO Unit will be responsible for the preparation of any Rosters.
RDO Hours -1.78	
Rostered Additional 14.36	
All other unrostered Hours 3.26	
Total Hours 55.84	

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

Where no weekday RDOs are observed, the following run category will apply:

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.
Rostered additional hours	14.36	
All other unrostered hours	3.26	
Total Hours	57.62	

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
- One extra registrar will also be rostered on duty for ward rounds 1000 to 2230 over the weekend.

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1. As per Appendix 3: Transition Provisions – Translation to the Salary Categories in Clause 12 of the SToNZ MECA, where an RMO joins SToNZ and the published roster has weekday RDOs and these will be observed
2. There are weekday RDOs as part of the roster

Where this applies the category for the run is set out below:

Average Working Hours - STONZ Run Category (RDO's are observed)		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	15.85	
All other unrostered Hours	3.00	
Total Hours	56.18	

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

Where no weekday RDOs are observed, the following run category will apply:

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.
Rostered additional hours	15.85	
All other unrostered hours	3.00	
Total Hours	58.85	

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