

RUN DESCRIPTION

POSITION:	Fellow
DEPARTMENT:	Clinical Genetics
PLACE OF WORK:	Auckland City Hospital
RESPONSIBLE TO:	Clinical Director and Manager, through a nominated Consultant/Physician.
FUNCTIONAL RELATIONSHIPS:	Healthcare consumer, Hospital and community based healthcare workers
PRIMARY OBJECTIVE:	To facilitate the management of patients under the care of the Clinical Genetics Service.
RUN RECOGNITION:	This run is recognised by the RCPA as a training position for specialist qualification
RUN PERIOD:	6 months

Section 1: Fellow's Responsibilities

<i>Area</i>	<i>Responsibilities</i>
General	<ul style="list-style-type: none"> To see patients in outpatient clinics and on the wards under the supervision of the consultant clinical geneticists
Acute admitting	<ul style="list-style-type: none"> None
On-Duty	<ul style="list-style-type: none"> When On Duty, be at the recognised workplace for the purpose of carrying out Fellow duties.
Administration	<ul style="list-style-type: none"> If absent due to unexpected circumstances (e.g. health, other), contact the clinical genetics secretary on 0800 476 123 As an RMO working at ADHB you will be provided with a Concerto login and ADHB email

Clinical Genetics Registrar Run Description- Effective from 23/07/2012

Disclaimer: Please note that this run description is current at the time of publication, but is currently under review and may be subject to change. It is your responsibility to ensure that you have the most up to date version if you will be relying on the information enclosed. Please contact RMO Support for further information.

Area	Responsibilities
	account which will be used for all work related communication. It is your responsibility to ensure you check this regularly

Section 2: Training and Education

	Monday	Tuesday	Wednesday	Thursday	Friday
a.m.	clinic	Maternofetal medicine meeting Neurogenetics meeting	clinic	Team meeting	
p.m.				Neurogenetics clinic	Pediatric grand round

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

The Fellow is expected to contribute to the education of nursing, technical staff and medical staff when requested

AND/OR

Training and Education	
<i>Protected Time</i>	There is significant protected time for independent learning when not in clinics or meetings

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Section 3: Roster

<i>Roster</i>
Hours of Work Ordinary Hours of work are Monday to Friday 0800 - 1700

Section 4: Cover

<i>Other Resident and Specialist Cover</i>

Section 5: Performance appraisal

<i>Fellow's Responsibilities</i>	<i>Service Responsibilities</i>
<ul style="list-style-type: none">• The Fellow will;• At the outset of the run meet with their designated consultant to discuss goals and expectations for the run, review and assessment times, and one on one teaching time;• Ensure a mid run assessment is completed after discussion between the Fellow and the consultant responsible for them;• After any assessment that identifies deficiencies, implement a corrective plan of action in consultation with their Consultant;• Sight and sign the final assessment report provided by the service.	<ul style="list-style-type: none">• The service will provide;• An initial meeting between the Consultant and Fellow to discuss goals and expectations for the run, review and assessment times, and one on one teaching time;• An interim assessment report on the Fellow (12) weeks into the run, after discussion between the Fellow and the Consultant responsible for them;• The opportunity to discuss any deficiencies identified during the attachment. The Consultant responsible for the Fellow will bring these to the Fellow's attention, and discuss and implement a plan of action to correct them;• A final assessment report on the Fellow at the end of the run, a copy of which is to be sighted and signed by the Fellow.

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Section 6: Hours and Salary Category

<i>Average Working Hours</i>		<i>Service Commitments</i>
Basic hours (Mon-Fri)	40	<ul style="list-style-type: none"> The Service, together with the RMO Support will be responsible for the preparation of any Rosters.
Rostered additional hours (inc. nights, weekday long days)	5	
Call Back		
All other unrostered hours	3	
Total hours per week	48	

Salary: The salary for this attachment is estimated to be a Category **E**; however it will continue to be remunerated at a Category F until it can be confirmed by a run review. If the salary review indicates an increase in category, then a back pay will apply to the commencement of the change.

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