

## **RUN DESCRIPTION**

<b>POSITION:</b>	<b>Senior House Officer</b>
<b>DEPARTMENT:</b>	<b>Department of Critical Care Medicine</b>
<b>PLACE OF WORK:</b>	Auckland City Hospital, Te Toka Tumai
<b>RESPONSIBLE TO:</b>	Overall responsible to the Service Clinical Director, DCCM Responsible to the Duty Intensivist for the performance of day-to-day clinical duties
<b>FUNCTIONAL RELATIONSHIPS:</b>	DCCM patients, Intensivists, nurses and ancillary staff Auckland City Hospital patients and healthcare workers outside of DCCM
<b>PRIMARY OBJECTIVE:</b>	To facilitate the management of patients under the care of the Department of Critical Care Medicine
<b>RUN RECOGNITION:</b>	This run is recognised by the Australian and New Zealand College of Intensive Care Medicine as foundation time to enter Intensive Care Medicine Training
<b>RUN PERIOD:</b>	6 month rotations

### **Section 1: Senior House Officer's Responsibilities**

<i>Area</i>	<i>Responsibilities</i>
<b>Patient Care and Service Delivery</b>	<ul style="list-style-type: none"> <li>• Caring for patients already in the DCCM and admitting patients who come directly to the DCCM.</li> <li>• Presentation of patients at ward rounds and handovers.</li> <li>• Attend team and departmental meetings as required</li> <li>• Patient medical care planning in conjunction with the Duty Intensivist.</li> <li>• Ensuring that the 'plans of the day' are arranged and completed and that the results of investigations are written up on the charts.</li> <li>• General clinical duties-assessing patients, responding to nursing queries and concerns, meeting with visiting teams and coordinating care for the patient</li> <li>• Keeping the duty Intensivist and/or supervising registrars updated with changes in patients conditions.</li> <li>• Assist the Registrars with duties as able</li> <li>• Maintain a high standard of communication with the multidisciplinary team, patients and patients' whānau</li> </ul>
<b>Administration</b>	<ul style="list-style-type: none"> <li>• Maintain a satisfactory standard of documentation of patient care orders</li> <li>• Maintain a satisfactory standard of documentation of patient admission, progress, significant events, and transfer or discharge in the clinical record</li> </ul>

<i>Area</i>	<i>Responsibilities</i>
	<ul style="list-style-type: none"> <li>• Be responsible for certifying death and completing appropriate documentation, ACC forms (including treatment injury)</li> <li>• Obtain informed consent for procedures within the framework of the Medical Council guidelines</li> <li>• Assist with research and audit</li> <li>• Contribute to the DCCM teaching programme</li> </ul>

## Section 2: Training and Education

<i>Nature</i>	<i>Details</i>
<b>Orientation</b>	<ul style="list-style-type: none"> <li>• Access to the DCCM Handbook for RMOs will be provided prior to commencing the run</li> <li>• For the first 2 weeks, the SHO will have a registrar buddy each day that they are rostered to work</li> <li>• They will attend orientation with the registrars for the first 2 days of week 3 of their rotation, followed by credentialling on the afternoon of the 3<sup>rd</sup> day.</li> <li>• They will be allocated a training supervisor and mentor for the duration of the rotation</li> </ul>
<b>Education</b>	<ul style="list-style-type: none"> <li>• A weekly DCCM medical education session is held on Tuesday afternoon 1330 – 1530hr</li> <li>• Weekly hot case practice for CICM part 2 preparation is held on Monday afternoon 1330-1530hr and can be observed with consent of part 2 candidates and patients/whānau</li> <li>• DCCM Morbidity and Mortality Review meetings and journal club (approx. every 5 weeks for each)</li> <li>• Daily bedside teaching from Intensivists and Fellows on ward rounds</li> <li>• “Clinical Pearls” teaching by SMOs at 2pm on Monday/Wednesday/Friday</li> <li>• “Hot Sim” MDT teaching on Thursdays at 2pm</li> <li>• The SHO is expected to contribute to the education of nursing, technical staff and medical staff and students when requested</li> </ul>

### Section 3: Roster

Roster template							
<b>Hours of Work</b>							
Day shifts (D)		0800 – 1700					
Evening shifts (E)		1330 – 2200					
	M	T	W	T	F	Sa	Su
1	D	D	D	D	D		
2	E	E	E			E	E
3			D	D	D		
4	E	E	E	E	E		
5	D	D	D			D	D
6			E	E	E		

### Section 4: Cover:

Other Resident and Specialist Cover
<ul style="list-style-type: none"> <li>Specialist intensivists provide 24 hour 7 day cover on a rostered system. A Duty Intensivist is either at the work place or immediately available by phone and able to return to the hospital immediately on receipt of a call. There is a second intensivist rostered as backup in case of emergency or difficulty accessing the Duty Intensivist. A Fellow in Critical Care Medicine also works in a junior specialist capacity. There will always be ICU registrars on site and available for direct supervision</li> <li>There will be no cover for leave as the SHO job is supernumerary in nature from a clinical care perspective. Duties will be covered by the registrars, nurse practitioners and Intensivists while on leave.</li> </ul>

### Section 5: Performance appraisal

SHO	Service
<p><b>The SHO will:</b></p> <ul style="list-style-type: none"> <li>At the outset of the run meet with their Supervisor of Training (SOT) to discuss goals and expectations for the run</li> <li>After any assessment that identifies deficiencies, implement a corrective plan of action in consultation with their SOT and the other intensivists</li> </ul>	<p><b>The service will provide:</b></p> <ul style="list-style-type: none"> <li>A Supervisor of Training (SOT) to discuss goals and expectations for the run</li> <li>An interim assessment for the SHO approximately three months into the run</li> <li>The opportunity to discuss any deficiencies identified during the attachment</li> <li>A final assessment report on the SHO at the end of the run, a copy of which is to be sighted and signed by the SHO</li> <li>A mentor will be assigned to allow another means of communication and advocacy</li> </ul>

<i>SHO</i>	<i>Service</i>
	<ul style="list-style-type: none"> <li>Any required MCNZ or other paperwork will be completed by the SOT</li> </ul>

### Section 6: Hours and Salary Category

<i>Average Working Hours</i>		<i>Service Commitments</i>
Basic Hours (Mon-Fri)	37.90	The DCCM will be responsible for preparation of the SHO roster
Unrostered hours <i>To be confirmed by a run review</i>	0.00	
Total hours per week	37.90	

**Salary:** The salary for this attachment is estimated to be a category **F** (paid a minimum of a **C**).