

Run Description

POSITION:	Fellow in Minimal Access Gynaecological Surgery (MAS)
DEPARTMENT:	Obstetrics and Gynaecology
PLACE OF WORK:	Counties Manukau Health (CMH)
RESPONSIBLE TO:	Clinical Director of Obstetrics and Gynaecology, through direct supervision from MAS Gynaecologists
FUNCTIONAL RELATIONSHIPS:	Consultant gynaecologists with special interest in MAS Obstetricians and Gynaecologists Midwives Nurses Clerical and Administration staff
PRIMARY OBJECTIVE:	To continue training as an Obstetrician and Gynaecologist and develop the skills, experience and research background to achieve a specialist post with an interest in MAS
RUN RECOGNITION:	The Department is accredited by the Royal Australian and New Zealand College of Obstetrics and Gynaecology as a training institution and has been granted 2 year accreditation until October 2019.
RUN PERIOD:	12 months

Section 1: Fellow Responsibilities

<i>Area</i>	<i>Responsibilities</i>
General	<ol style="list-style-type: none"> 1. Learn relevant clinical anatomy by self directed learning, direct clinical exposure and attendance at an Anatomy Workshop. 2. Develop a detailed understanding of the equipment and instrumentation relevant to MAS. 3. Gain surgical skills relevant to advanced gynaecological MAS practice, including exposure to colorectal and ureteric surgery. This includes both laparoscopic and hysteroscopic surgery. 4. Attain interpretation skills in ultrasound investigations relevant to MAS. 5. Anticipate and manage surgical complications. 6. Assist in the organisation and facilitation of the Annual Advanced Laparoscopic Gynaecology Course 7. Participate in undergraduate and postgraduate teaching in Obstetrics and Gynaecology 8. Undertake and then provide teaching on the LapSim simulated laparoscopic trainers. 9. Undertake research in an aspect of minimal access surgery. It is expected that this will lead to publications in peer reviewed journals and presentation at relevant

<i>Area</i>	<i>Responsibilities</i>
	<p>scientific and clinical meetings.</p> <p>10. Undertake audit in a relevant area of clinical practice.</p> <p>11. Attend outpatient clinics allied to provision of MAS, including outpatient hysteroscopy, colposcopy, outpatient cystoscopy and sigmoidoscopy.</p>
Acute admitting	<p>It is expected that the Fellow, as an advanced trainee, take appropriate responsibility and demonstrate initiative and independence in his/her role as the most qualified of the junior staff.</p> <p>The Fellow will provide clinical services to Women's Health Obstetrics and Gynaecology Service which may include:</p> <ul style="list-style-type: none"> • Elective Surgery <ul style="list-style-type: none"> ○ Major and minor gynaecological surgery ○ Major and minor obstetric procedures including teaching junior registrars on elective caesarean lists
On-Duty	<p>Depending on the previous experience of the Fellow, exposure to fulfilling the role of SMO on-duty (Obstetrics and Gynaecology), during the day, will be provided, with a 2nd SMO available for assistance and medico legal responsibility.</p> <p>It is the expectation of the department that on occasions when junior staff are absent the Fellow will step in to support these junior colleagues by doing locums remunerated according to the RMO MECA. As well as operating with the consultant surgeons, the Fellow will also have opportunity for independent surgery where appropriate</p>
Administration	<p>There will be a detailed handover at any change of duty. Appropriate written and dictated notes will be made whenever necessary. The Fellow will be responsible for following up any investigations ordered.</p>

Section 2: Training and Education

<i>Training and Education</i>
<p>The attachment fits with the training expectations of the RANZCOG for advanced trainees. Individualised teaching objectives will be set in consultation with the Fellow at the beginning of the appointment.</p> <p>The Fellow is expected to take an active role in teaching, both in the formal teaching programme and in the surgical training of more junior colleagues and with other agencies and communities as appropriate (including at undergraduate level).</p> <p>Ongoing education will be provided by SMOs and other team members through a variety of mechanisms.</p>

Section 3: Roster

<i>Roster</i>
<p>Hours of Work</p> <p>Ordinary Hours: 40 hours per week, Monday to Friday 0800 - 1600</p> <p>Weekday Long days – 0800 - 2230</p> <p>Weekends: Long days – Saturday and Sunday 0800 –2030</p> <p>Fellows are required to work as per their published roster. Weekend long days will be rostered at a 1:4 frequency. A maximum of two weekday long days will be rostered per week with preference given to Fridays and Public Holidays.</p>

The weekly timetable includes on average at least 2 OT lists and 1 day of research/ audit. An additional non-clinical portfolio will be discussed with the Fellow at the beginning of the run and may include over-sight of the registrar roster, guideline development or teaching.

Section 4: Cover

<i>Other Resident and Specialist Cover</i>
<p>There are five Fellow positions employed in the O&G service. Four Fellows will contribute to the after-hours roster with the fifth Fellow position working in a relief capacity by providing after-hours cover for planned leave. The after-hours relief component will rotate amongst the five Fellow positions every three months. Day time duties will remain that of the individual Fellow.</p> <p>The Clinical director is supported by Clinical Leads in Obstetrics and Gynaecology.</p>

Section 5: Performance appraisal

<i>Performance Appraisal</i>
<p>Performance will be assessed by the 2 supervising MAS gynaecologists, with feedback to RANZCOG nominated training supervisor.</p> <p>Performance will be assessed on the above responsibilities and other relevant performance measures which will be discussed at formal meetings held at least three monthly.</p> <p>If there are performance deficits this will be identified during the attachment and discussions will be held as to how they will be corrected.</p>

Section 6: Hours and Salary Category

<i>Average Working Hours</i>		<i>Service Commitments</i>
Basic hours (Mon-Fri)	40.00	The Service, together with the RMO Support Unit will be responsible for the preparation of any Rosters.
Rostered additional hours (inc. nights, weekends & long days)	9.00	
All other unrostered hours Run Review completed May 2023	7.62	
Total hours per week	57.49	

Salary The salary for this attachment is a Category C.