

**Position Title:** 2027 Obstetrics & Gynaecology (Unaccredited Registrar)

**Campus:** Ballarat

**Directorate:** Acute Operations

**Department:** Women's and Children's Services - Obstetrics & Gynaecology

**Reporting to:**

- Direct: Clinical Director O&G
- Direct: Head of Women's and Children's Services
- Indirect: Chief Medical Officer

### Appointment Terms/Conditions:

- Classification and Code: HM25-30
- Award Coverage: Doctors in Training Agreement

### ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021, bringing together Edenhope and District Memorial Hospital, Stawell Regional Health, Wimmera Health Care Group and Ballarat Health Services as one united health service. More information can be found at [www.grampianshealth.org.au](http://www.grampianshealth.org.au)

Our purpose is to provide high quality and accessible health care services in each of the communities we serve. We currently service the healthcare needs of more than 250,000 Victorians and we employ more than 6,300 people across 21 campuses and sites with an annual operating revenue of over \$700m.

<b>Collaboration</b>	<b>Compassion</b>	<b>Accountability</b>	<b>Respect</b>	<b>Innovation</b>
<i>We are stronger together.</i>	<i>We show that we care.</i>	<i>We do what we say and say what we do.</i>	<i>We appreciate and value all people.</i>	<i>We adapt and innovate to achieve best outcomes.</i>
Recognising and utilising strengths to share knowledge, solve problems, build relationships and deliver the best outcomes possible.	All people deserve to be treated with compassion, kindness and empathy.	Openness, honesty and transparency support us to be courageous, take responsibility for our actions and follow through on our commitments	Our actions and words reflect our commitment to a safe and fair health service for all.	Every day, we apply expertise and integrity to make responsible choices, always striving for continuous improvement.

## **POSITION PURPOSE**

This role is that of the Registrar in Obstetrics and Gynaecology. It is to provide clinical support to the service across all elements of patient care and to enable the individual to progress their training in Obstetrics and Gynaecology.

### ***Responsible for:***

- Clinical management of O&G patients at both outpatient and inpatient levels and the supervision of and adequate documentation of their clinical care. This will be under the supervision of Consultant staff.
- Attendance at ante-natal and gynaecology outpatients and labour ward as rostered.
- Effective liaison with midwifery and other nursing staff to ensure a high standard of clinical care.
- Provide assistance at theatre as required for Gynaecology and Obstetric patients; and undertake surgical procedures under supervision.
- Initiate, implement and monitor management of patients under direct Consultant supervision, incorporating the appropriate testing and investigation.
- Thoroughly and promptly correlate and record in the medical record the information obtained from its various sources, in an appropriate and ongoing manner, from the initial assessment, treatment, clinical progress and investigations, and to succinctly record this in discharge summary at the time of discharge.
- Foster rapport and good communications using appropriate language, written or verbal, with the patient and other parties as required, including contact with the usual General Practitioner.
- Use technology appropriately, with cost benefit and potential patient benefit and complications considered.
- Counsel and support patients and their families as required.
- Fulfil duties as outlined in the Duty Roster of the post undertaken.
- Participation in the Registrar on call Roster after hours/weekends in approximately a 1:4 to 1:5 ratio of oncall.
- As a representative of the Hospital and the Medical Profession, present an appearance and demeanour of professionalism at all times.
- Continually update and extend personal medical knowledge and skills, regularly attend Clinical Meetings and remain familiar with current medical literature.
- Participate in Divisional/Department/Unit Quality Improvement activities.

### ***Goals and Objectives***

- Consolidate competency in the management of labour and peri-partum care.
- Demonstrate competency in more complex antenatal care delivery with the competency to detect abnormalities and high risk factors and to deal with appropriately.
- Consolidate ability to detect early warning signs of abnormal obstetric situations during labour, including competency in analysing partograms, cardiotocographs, and parameters of labour.
- Document the clinical history, physical examination and management plan in the hospital record as a detailed, accurate and legible record of the patient's status on admission. Maintain suitable progress notes that identify salient changes in the patient's condition, the results and implications of investigations and changes to the management plan.
- Demonstrate safe prescribing of medications associated with practice on an Obstetric and Gynaecology unit, with particular emphasis on the safe use of medicines that may have a negative impact on the unborn.
- Perform complex procedural skills, e.g. intravenous line management, venous and arterial punctures, insertion IDC's, repair of 1st and 2nd degree perineal tears/injuries. Basic neonatal resuscitation is preferable but we have teaching and can accredit this onsite.
- Perform interventional obstetrics such as lift-out forceps, LSCS under supervision of a consultant.
- Present a concise and cohesive overview of a patient's management, focussing on the relevant issues and drawing together salient findings. This includes the ability to be able to present effectively over the telephone to Consultants for advice.
- Maintain networks with the various health professionals in the management of each patient and play an active role in the multi disciplinary Health Care Team. This also includes health services available outside of the Hospital, especially those GPs undertaking "shared care Obstetrics".
- Write a concise discharge summary and plan for the patient's ongoing care in their community.

## **KEY ACCOUNTABILITIES**

- Compliance with all Grampians Health Policies and Procedures.
- Adherence to infection control policies and procedures as identified in the Grampians Health Ballarat Infection Control Manuals.
- Participation in the Grampians Health integrated risk management and quality improvement systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague
- You must ensure that the affairs of Grampians Health Ballarat, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health Ballarat.
- At Grampians Health we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.
- Grampians Health is committed to a patient/client centred approach in the provision of health care and services, consistent with the Grampians Health values, mission and vision. It is expected that you demonstrate the core values of patient centred care in every interaction with patients, carers and colleagues.

## **KEY SELECTION CRITERIA**

- MBBS or equivalent degree enabling registration with the Medical Board of Victoria
- Satisfactory completion of at least two postgraduate years.
- Preferable: FSEP competency in CTG course with RANZCOG.
- Preferable: experience working in O and G for at least 12 months as a resident.
- Personal qualities
  - Leadership
  - Teamwork
  - Innovative ideas
  - Good communication skills
  - The ability to work well with a multidisciplinary health team
  - Demonstrate a willingness to learn; evidence of on-going professional development to continually update personal medical knowledge and skills
  - Ability to operate in an environment of change
- This position is subject to a satisfactory police check.

## **ORGANISATIONAL REQUIREMENTS**

- Grampians Health is committed to a consumer centred approach in the provision of health care and services, consistent with our values, purpose and vision. It is expected that team members demonstrate the core values of consumer centred care in every interaction.
- All team members of Grampians Health are responsible for supporting the safety, participation, wellbeing and empowerment of children.
- Quality care is a strategic and operational priority at Grampians Health, achieved through our Governance Framework.

- Participation in the Grampians Health integrated quality improvement and risk management systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague.
- You must ensure that the affairs of Grampians Health, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health.
- All team members must adhere to infection control policies and procedures, together with any State and/or Commonwealth Government Covid19 rules, protocols and orders.
- In accordance with current legislation and organisational policy, employees must be willing to undertake and maintain a police check, working with children check and where necessary an NDIS Worker screening check. Ongoing employment will be dependent on the provision of satisfactory checks.

## **OTHER RELEVANT INFORMATION**

- At Grampians Health we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.
- All Grampians Health employees are required to take reasonable care of their own health and safety in the workplace as well as take reasonable care for the health and safety of others who may be affected their acts or omissions. Persons with delegated management functions have an additional duty to provide and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable in areas where they have management or control. All employees have a duty to report issues they cannot rectify, follow all existing Grampians Health policies and protocols relating to health, safety, wellbeing and injury management and cooperate with any action taken by Grampians Health to comply with the OHS Act or Regulations.
- Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
- Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- An annual performance review will occur with your Manager. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead.