



## Registrar Palliative Medicine

### AROHANUI HOSPICE SERVICE TRUST

#### **JOB DESCRIPTION**

- RESPONSIBLE TO:** Director of Palliative Care, Arohanui Hospice
- PRIMARY OBJECTIVE:** To facilitate the management of patients under the care of Arohanui Hospice
- TRAINING:** This position is suitable for advanced training in Palliative Medicine according to the prescription of the Royal Australasian College of Physicians or the Chapter of Palliative Medicine. Part time training is possible.

<b>AREAS OF WORK:</b>	<b>EXPECTED PERFORMANCE</b>
<p><b>a. Clinical Duties</b></p>	<p>The Registrar will rotate through appropriate areas of Palliative Care:</p> <ul style="list-style-type: none"> <li>a. community</li> <li>b. inpatient Hospice</li> <li>c. hospital</li> <li>d. other relevant disciplines, eg: Medical Oncology, Radiation Oncology etc.</li> </ul> <p>The Registrar will assist in supporting the Palliative Care hospital based team.</p>

	<p>The Registrar will assist in inpatient duties at Hospice, including outpatient consultations and home visits.</p> <p>Community. The Registrar will assist with home visits, advice to Palliative Care coordinators and to General practitioners.</p> <p>Participation in on-call roster for inpatient Hospice.</p> <p>Registrar will be available for Palliative Care coordinators, hospital Palliative Care team, General Practitioners who may be seeking consultation with Palliative Care.</p> <p>The Registrar will attend appropriate multidisciplinary clinics/clinical forums</p>
<p><b>b. Administration</b></p>	<p>The Registrar is responsible for ensuring that:</p> <ol style="list-style-type: none"> <li>1. Legible notes be written in the patient charts on admission and to record subsequent progress, particularly whenever management changes are made</li> <li>2. Death certificates for his or her patients under care completed promptly</li> <li>3. Requests for post mortem examinations as appropriate are made promptly and sensitively</li> <li>4. Advice to hospital teams is clear, especially as regards drug types and doses</li> <li>5. The results of all investigations will be signed and actioned appropriately before they are filed in the patients notes</li> </ol>

	<p>6. A letter to the patients General Practitioner, appropriate other specialists and chemotherapy/ oncology nurses in other centres will be dictated as soon as practical after discharge from hospital</p> <p>7. Where appropriate letters will be written to the patients General Practitioner after outpatient visits</p>
<b>c. Education</b>	<p>1. Through example and supervision the Registrar will actively contribute to the education of the Medical Officers, including the teaching of appropriate medical procedures. The Registrar may occasionally be requested to teach other health care workers</p> <p>2. The Registrar will attend and contribute to scheduled teaching sessions, including the weekly physicians meeting at PN Hospital, weekly Post-graduate Society meeting, and, as appropriate, teaching sessions for Registrars sitting post-graduate examinations</p> <p>3. The Registrar will attend scheduled departmental clinical review sessions and appropriate Journal Clubs at the Hospice and Palmerston North Hospital</p>
<b>d. Research</b>	A research project may be undertaken subject to the approval of the Director Palliative Care and the requirements of training
<b>e. Audit</b>	At least one clinical audit will be performed annually. Arrange in discussion with Registrar supervisor
<b>f. Performance</b>	Performance will be assessed using the criteria above and will be discussed with the Registrar. If

	<p>deficiencies should be identified during the attachment these will be brought to the Registrars attention, together with suggested remedial action</p>
<p><b>g. Health and Safety</b></p>	<p>Performance measures:</p> <ul style="list-style-type: none"> <li>• Has knowledge of, and able to apply Hospice emergency procedures, location of safety equipment and materials</li> <li>• Is aware of and can identify hazards to which they may be exposed and they may create</li> <li>• Is able to prevent or minimise the adverse effects of hazards</li> <li>• Applies health and safety related skills and knowledge to all work practices</li> </ul>

## **PERSON SPECIFICATION**

### **REGISTRAR – Palliative Medicine**

#### **Qualifications:**

- Should hold FRACP [Pt.1 +2] and intend to train in Palliative Medicine or hold a suitable Fellowship, eg: FRCGP, for entry to Chapter of Palliative Medicine training
- Eligible to work in New Zealand as a Medical Practitioner
- Holding current annual practising certificate
- Current driving licence

#### **Essential Skills**

- Sound knowledge base and relevant experience in medicine
- Ability to function independently and as a part of a multidisciplinary team
- Demonstration of being a good team player, ie: flexibility, willingness to assist colleagues etc
- Demonstrated initiative, enthusiasm and high level of self-motivation
- Ability to prioritise and manage time effectively
- Excellent interpersonal skills
- Proven communication skills – written and oral
- Pleasant sensitive and courteous communication with the patients and family
- Commitment to continuous quality improvement
- Technical aptitude

#### **Desirable Skills:**

- Experience in medical oncology/haematology
- Computer literacy
- Current drivers licence

#### **Further Information:**

- Preference to be given to those applicants intending to train in Palliative Medicine – Registrar only
- Preference being given to New Zealand residents or those with permanent residency.