

RUN DESCRIPTION

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| POSITION: | Registrar – Endocrinology/Diabetes |
| DEPARTMENT: | Waitemata District Health Board |
| PLACE OF WORK: | North Shore Hospital |
| RESPONSIBLE TO: | Clinical Directors of Diabetes/Endocrinology and General Medicine, and Service Manager Medical Service. |
| FUNCTIONAL RELATIONSHIPS: | Medicine service consultants, Medical Registrars, specialty registrars, ECC Registrar, and the Rotator/Reliever Registrars. Medical house officers, ECC house officer, and rotator/reliever house officers. |
| PRIMARY OBJECTIVE: | To facilitate the management of patients in the care of the Endocrinology/Diabetes service |
| RUN RECOGNITION: | That the run is accredited by the RACP for the training of basic medical and advanced Endocrinology/Diabetes trainees. |
| RUN PERIOD: | 26 weeks |

Section 1: Responsibilities

| Area | Responsibilities |
|---------------------------------|--|
| Clinical Duties & Work Schedule | <p>Responsible for the clinical assessment, investigation, diagnosis and treatment of patients under the Endocrinology/Diabetes consultants.</p> <ul style="list-style-type: none"> To facilitate the safe and efficient management of patients in the care of the Endocrinology/Diabetes Service, under the supervision of the Consultants. To undertake at least 3 clinics weekly (1 Endocrinology, 2 Diabetes) at either North Shore Hospital or Waitakere Hospital Outpatient sites, or a community site, e.g. Pacifika Healthcare or Waipareira Trust providing clinical management of outpatients with Endocrinology/Diabetes disorders. Clinics will be conducted during ordinary hours under the direct supervision of the consultant. Clinics must include an adolescent diabetes clinic, gestational diabetes clinic or bone clinic. Clinic letters should be reviewed at the request of the supervising consultant. A log book of numbers and types of patients seen should be kept and discussed with the supervisor at feed back sessions. To see ward referrals under consultant supervision. A log book of ward consults should be kept and reviewed with the supervisor at feed back sessions. To liaise with the Diabetes Nurse Specialists on a regular basis. |

| Area | Responsibilities |
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| | <ul style="list-style-type: none"> • To receive general practice enquiries regarding admissions or urgent management issues involving Endocrinology/Diabetes patients. • To supervise junior medical staff especially with advice on diabetes management for inpatients. • To keep the consultant informed of any patients who are seriously ill or causing significant concern. • To participate in research projects and clinical audits within the department of Endocrinology/Diabetes. To present at Grand Rounds, Journal Clubs and other meetings as necessary/requested. • Participate in weekend and rostered night call in the acute medical wards. |

Section 2: Training and Education

| Nature | Details |
|----------------|--|
| Protected Time | <p>The Registrar will attend weekly (unless attendance is required for an emergency) the:</p> <ul style="list-style-type: none"> • Endocrine Journal Club/ Case discussion Friday at 1200 at North Shore clinic (see roster) • The trainee may occasionally attend Endocrine CME sessions at Greenlane Clinical Center (eg Friday 1200 Endo Journal Club) if relevant, and discussed with the North Shore supervisors • NSH Medical Journal Club Monday 1230 – 1330. • NSH Medical Grand Round 1230 – 1330 Tuesday. • Preparation for the written and clinical FRACP. The teaching is held between 1300 – 1600 on Wednesdays at North Shore Hospital (and occasionally Auckland). Video conference facilities are available at both North Shore and Waitakere Hospitals and the expectation is that Registrar's preparing for the FRACP will attend. • Medical Science Lecture and Grand Round at Auckland Hospital on Thursday at 1200 when appropriate and possible. • Assist when required with junior medical staff teaching programmes. • Registrars may be requested to present case summaries and topic reviews at Grand Round and other fora. • The registrar will be required to assist with teaching of undergraduate medical students (3rd -6th year) periodically at the request of the supervisors. This would involve both bed-side teaching and occasional tutorials. |

Section 3: Roster

Hours Of Work

Ordinary hours:

- Monday to Friday 8.0 hours per day: 0800 – 1600
- Night shifts will occur on Friday/Saturday nights only: 2200 – 0800 approx 1set in 6 weekends
- Day shifts Saturday and Sunday: 1300 – 2300 approx 1set in 8 weekends

Non-rostered hours are included in the run category to allow for the event of an emergency at the end of the shift.

The Registrar will not be present during the day on the Friday before starting a night shift.

Section 4: Cover

Other Resident and Specialist Cover

After hours the Registrars will be responsible for patients under the care of the Division of Medicine and Health of Older People Services.

Additional out of hours cover is provided by the General Medicine Registrars

Section 5: Performance appraisal

| <i>Registrar</i> | <i>Service</i> |
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| <p><i>The Registrar will:</i></p> <ul style="list-style-type: none"> • Ensure they arrange a formal meeting with their supervising consultant to assess and discuss their performance at the beginning of the attachment, and again at three and six months. • If deficiencies are identified, the Consultant will identify these with the Registrar who should implement a corrective plan of action under the advice of their Consultant. | <p><i>The service will provide:</i></p> <ul style="list-style-type: none"> • an initial meeting between the Consultant and Registrar to discuss goals and expectations for the run, review and assessment times, and one on one teaching time. • an interim assessment report on the Registrar three (3) months into the run, after discussion between the Registrar and the Consultant responsible for them; • the opportunity to discuss any deficiencies identified during the attachment. The Consultant responsible for the Registrar will bring these to the Registrar's attention, and discuss and implement a plan of action to correct them; • a final assessment report on the Registrar at the end of the run, a copy of which is to be sighted and signed by the Registrar. <p>The Director of Basic Physician Training will be available to discuss problems and progress.</p> |

Section 6: Hours and Salary Category

| <i>Average Working Hours</i> | <i>Service Commitments</i> |
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WDHB Endo/Diabetes Registrar Run Description – Effective 12 December 2011

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

| <i>Average Working Hours</i> | | <i>Service Commitments</i> |
|--|-------|----------------------------|
| Basic hours | 40.0 | |
| Rostered additional hours (inc. nights, weekends & long days) | 5.48 | |
| All other unrostered hours | 3.0 | |
| Total hours per week | 48.48 | |

Salary

The Salary for this attachment will be as detailed in a Category C run to be confirmed by a run review.