

RUN DESCRIPTION

POSITION:	Cardiology Registrar (EP/Catheter)
DEPARTMENT:	Cardiology Department, Medical Services
PLACE OF WORK:	Counties Manukau District Health Board including Middlemore Hospital and other related sites
RESPONSIBLE TO:	Service Manager and Clinical Director through their supervising Consultant(s) and the Clinical Head.
FUNCTIONAL RELATIONSHIPS:	Health care consumers Hospital and community based health care workers
PRIMARY OBJECTIVE:	To facilitate the management of patients under the care of Department of Cardiology
RUN RECOGNITION:	This run is recognised by the RACP as a training position for specialist qualification.
RUN PERIOD:	6 months

Section 1: Registrar's Responsibilities

<i>Area</i>	<i>Responsibilities</i>
Clinical Duties	<p><u>Responsibilities:</u></p> <ul style="list-style-type: none"> • Reviewing in-patient cardiology referrals prior to involving the Consultant Cardiologist, 3 referrals sessions • Available for any urgent referrals or cardiology emergencies • Arranging in-patient cardiac catheterisation list • Arranging pacemaker implantation list • Presenting Middlemore patients at the weekly cardiosurgical conference at Auckland City Hospital and arranging surgery as appropriate • Presenting at the weekly journal club and cardiology registrar teaching sessions <p><u>Clinics:</u></p> <ul style="list-style-type: none"> • Two outpatient clinics per week (4 new patients and 6 follow-up patients) • One outpatient exercise testing session per week (up to 4 patients per session) • Tilt table testing (average 2 per week) • GP ECG interpretation

CMDHB Cardiology EP Catheter Registrar Run Description- Effective 12 December 2011

Disclaimer: Please note that this run description is current at time of publication, however this information can 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.

Area	Responsibilities
	<ul style="list-style-type: none"> • Outpatient echocardiography (optional 1 session per week, vs pacemaker follow up) • Pacemaker implantation 1 session per week (1/2 day) • Cardiac Electrophysiology 1 session per week (1/2 day) <p><u>Cardiac catheterisation:</u></p> <ul style="list-style-type: none"> • One sessions (1/2 day) per week, responsibilities include - • Pre-assessment and consent of in-patients • Troubleshooting problems arising as patients transfer from Middlemore to the catheterisation laboratory • Performing cardiac catheterisation under supervision, including sheath removal/groin management • Arranging surgery and including cardiosurgical summaries of "E" priority patients for inpatient surgery • Arranging appropriate follow-up and management of in-patient catheters prior to and following transfer back to Middlemore <p>The Cardiology Registrar will maintain a high standard of communication with patients, patients' families and staff. The Registrar will confer at all times with other clinical team members regarding discharge planning and progress of patients.</p> <p>Weekend duty includes post-acute rounds and review of patients under the care of CCU and SDU. The 1600-2230 component of a long day involves admitting patients for General Medicine and holding the Urgent Medical Review pager.</p> <p>Clinical skills, judgement and knowledge are expected to improve during the attachment.</p> <p>CMDHB Clinical Board policies are to be followed at all times.</p>
Administration	<ul style="list-style-type: none"> • Legible notes will be written in patient charts on assessment / admission, and whenever management changes are made. All documentation should comply with CMDHB Clinical Board documentation policy. • All instructions (including drugs, IV fluids and instructions for nursing) will be accurately and legibly recorded and legibly signed. • The Cardiology Registrar will complete a cardiosurgical summary on all patients on whom they have undertaken cardiac catheterisation and also as requested by the consultants. • A letter will be dictated to the patient's GP after each outpatient visit. • The results of all investigations will be sighted and signed. The responsibility for results relating to inpatients may be shared with the team House Officer. The Cardiology Registrar will refer results to the Consultant where there is uncertainty about the significance of the result. • The Cardiology Registrar is responsible for the completion of death certificates for patients who have been under their care, although this may be delegated to a House Officer. • The Cardiology Registrar will attend a weekly department meeting of medical staff and cardiology technical staff. • Obtain informed consent for procedures within the framework of the Medical Council guidelines which state:

CMDHB Cardiology EP Catheter Registrar Run Description- Effective 12 December 2011

Disclaimer: Please note that this run description is current at time of publication, however this information can 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.

Area	Responsibilities
	<ol style="list-style-type: none"> 1) "The practitioner who is providing treatment is responsible for obtaining informed consent beforehand for their patient. The Medical Council believes that the responsibility for obtaining consent always lies with the consultant – as the one performing the procedure, they must ensure the necessary information is communicated and discussed." 2) "Council believes that obtaining informed consent is a skill best learned by the house surgeon observing consultants and experienced registrars in the clinical setting. Probationers should not take informed consent where they do not feel competent to do so." <ul style="list-style-type: none"> • If absent due to unexpected circumstances (e.g. health, other), contact the RMO Support Unit or, if after hours the Duty Manager directly as well as the Consultant to which the registrar is clinically responsible in the absent duty • As an RMO working at CMDHB you will be provided with a Concerto login and CMDHB email account which will be used for all work related communication. It is your responsibility to ensure you check this regularly

Section 2: Training and Education

	Monday	Tuesday	Wednesday	Thursday	Friday
a.m.	0800 – Medical Handover	0800 – Medical Handover 1145 – Radiology Conference	0800 – Medical Handover	0800 – Medical Handover 1145 – General Medicine Journal Club	0800 – Medical Handover
p.m.	1215 – SACS Lecture Series (every 4th week)				12.15 – Medical Grand Round

Note: dates and times for the sessions above may change.

Other teaching is available depending on the sub-speciality of interest. Please refer to Southnet for days and times.

<i>Education</i>
<p>The Cardiology Registrar is expected to attend the weekly Journal Club, Registrar Teaching session, and the monthly Mortality Review Meeting, when clinical duties allow. Effort should be made to attend weekly teaching programmes run by the Cardiology Department at Auckland City Hospital, particularly Tuesday am Registrar lectures.</p> <p>Through example and supervision the Cardiology Registrar will actively contribute to the education of House Officers. The Registrar will be involved in teaching of other health care workers, junior medical staff, and medical students, in particular participating in the formal Friday midday seminars.</p> <p>Cardiology Registrars should attend some pacing follow-up clinics, as arranged with the Charge Technologist.</p>
<i>Research</i>

CMDHB Cardiology EP Catheter Registrar Run Description- Effective 12 December 2011

Disclaimer: Please note that this run description is current at time of publication, however this information can 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.

Education

A clinical research project may be undertaken during the attachment subject to approval by the Manager, Medical Services and the Clinical Head - Cardiology. Quality improvement activities, such as clinical audit, are also encouraged.

Section 3: Roster

Roster

Hours of Work

- 1 in 4 weekends (1x 0800-2230, 1 x 0800-1600)
- Monday to Friday 0800-1600

Section 4: Cover

Other Resident and Specialist Cover

From 8am to 8pm Monday to Friday a Senior Medical Officer is based in Emergency Care. The B Call Consultant is on call to come back to the hospital if required from 4pm to 8am the following day. The Cardiology Consultant is available if required 24/7.

Section 5: Performance appraisal

Registrar	Service
<p><i>The Registrar will;</i></p> <ul style="list-style-type: none">• At the outset of the run meet with their designated consultant to discuss goals and expectations for the run, review and assessment times, and one on one teaching time;• Ensure a mid run assessment is completed after discussion between the Registrar and the consultant responsible for them;• After any assessment that identifies deficiencies, implement a corrective plan of action in consultation with their Consultant;• Sight and sign the final assessment report provided by the service.	<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 six (6) weeks 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.

CMDHB Cardiology EP Catheter Registrar Run Description- Effective 12 December 2011

Disclaimer: Please note that this run description is current at time of publication, however this information can 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.

Section 6: Hours and Salary Category

<i>Average Working Hours</i>		<i>Service Commitments</i>
Basic hours (Mon-Fri)	40.0	The Service will be responsible for the preparation of any Rosters.
Rostered additional hours (inc. nights, weekends & long days)	14.9	
All other unrostered hours	5.0	
Total hours per week	59.9	

Salary The salary for this attachment will be as detailed in a **C** Run Category.