

Austin Health Position Description



Position Title: Unaccredited General Surgery Registrar

Classification:	Unaccredited General Surgery Registrar
Business Unit/ Department:	Division of Surgery, Anaesthesia & Procedural Medicine
Agreement:	AMA Victoria - Victorian Public Health Sector - Doctors in Training Enterprise Agreement 2022-2026
Employment Type:	Fixed-Term Full-Time
Hours per week:	43 hours per week - as per unit roster
Reports to:	Chief Medical Officer through the Division of Surgery Medical Director and Individual Heads of Units Professional accountability is to the Chairman, Division of Surgery
Direct Reports:	Nil
Financial management:	Budget: Not applicable
Date:	June 2023

About Austin Health

Austin Health is one of Victoria's largest health care providers. We deliver services for patients across four main sites in Melbourne, in locations across our community, in people's homes, and within regional hospitals across Victoria. We are an internationally recognised leader in clinical teaching, training, and research, with numerous university and research institute affiliations.

We employ approximately 9,500 staff and are known for our specialist work in cancer, infectious diseases, obesity, sleep medicine, intensive care medicine, neurology, endocrinology, mental health, and rehabilitation.

Our vision is to shape the future through exceptional care, discovery, and learning. This is supported by our values which define who we are, shape our culture and the behaviours of our people.

We aim to provide an inclusive culture where all staff can contribute to the best of their ability and strive to develop further. We recognise that our people are our greatest strength. We want them to thrive, be their best selves and feel engaged, safe, and empowered. To achieve this, diversity and inclusion is essential to our culture and our values. You can view our current Diversity and Inclusion Plan [here](#).

Commitment to Gender Equality

Austin Health is committed to gender equality in the workplace. In developing our [Gender Equality Action Plan](#) we have been guided by the gender equality principles set out in the Gender Equality Act 2020 (Vic). We believe that everyone should live in a safe and equal society, have access to equal power, resources and opportunities and be treated with dignity, respect, and fairness.

About General Surgery

The Division of Surgery, Anaesthesia & Procedural Medicine is responsible for the provision of services within the auspices of general surgery and specialty units to patients across Austin Health, which is situated at Austin Hospital and Heidelberg Repatriation Hospital.

The Department is committed to the provision of high quality patient care and maintains an ongoing commitment to Under Graduate and Post Graduate training and teaching.

Also provided is a consultative service for other units with Austin Health.

The General Surgery Department provides both elective and emergency work. The Division consists of General Surgery and Speciality Units.

General Surgery units:

- Hepato-Pancreato-Biliary & Liver Transplant Unit
- Breast Unit
- Upper Gastro Intestinal and Endocrine Unit
- Colorectal Unit
- TSC Registrar / Night Duty Registrar
- General and Trauma Emergency Surgery (GATES)

Speciality units:

- Orthopaedics
- Urology
- Plastics
- ENT/Head & Neck
- Oral Maxillofacial
- Ophthalmology
- Gynaecology
- Gastroenterology
- Thoracic Surgery
- Cardiac Surgery

Consultations on any site need to be attended to within 24 hours and this also includes the Royal Talbot Rehabilitation Centre in Kew. Support is available for conferences and educational sessions, and research is encouraged within the units

Purpose and Accountabilities

Role Specific:

- There are a number of surgical sessions and outpatient sessions per week; pre-admission clinics are included in the outpatient's sessions for some units.
- Attend to all referrals within 12 hours.
- Participate in the on-call roster as required.
- Perform after hours work and night duty as required.
- Provide a consultative service to other Units as required.
- Cover other Surgical Units as requested by the Hospital as required.
- Demonstrate a commitment to working as a team member with peer medical, resident, nursing and other staff to provide efficient, safe and quality care across the continuum.
- Participate in the auditing and review of clinical practices to improve clinical outcomes.
- Research & Education,
- Support is available for conferences and educational sessions,
- Research is encouraged.

All Employees:

- Comply with Austin Health [policies & procedures](#) as amended from time to time
- Comply with the Code of Conduct and uphold our values, and diversity and inclusion commitments.
- Maintain a safe working environment for yourself, colleagues, and members of the public. Escalate concerns regarding safety, quality, and risk to the appropriate staff member, if unable to rectify yourself
- Comply with the principals of patient centered care.
- Comply with Austin Health mandatory training and continuing professional development requirements.
- Work across multiple sites as per work requirements and/or directed by management.

People Management Roles:

- Maintain an understanding of individual responsibility for safety, quality & risk and actively contribute to organisational quality and safety initiatives.
- Ensure incident management systems are applied and a response to local issues and performance improvement occurs.
- Support staff under management to comply with policies, procedures and mandatory training and continuing professional development requirements.

Selection Criteria

Essential Knowledge and skills:

- A commitment to Austin Health values.
- •Registration as a Medical Practitioner with the Australian Health Practitioner Regulation Agency (AHPRA) - (note eligible applicants will be assisted through this process).
- •Have appropriate training and experience applicable to the field of general surgery.
- •Demonstrated commitment to high quality patient care.
- •Demonstrated teamwork and collaboration.
- •Demonstrated ability to communicate at all levels.

Desirable but not essential:

- A sound understanding of information technology including clinical systems and applications relevant to the management of rostering and risk management reporting or as required for the role and/or department.

General Information

Austin Health is a Child Safe Environment

Austin Health is committed to child safety. We want children to be safe, happy, and empowered. We support and respect all children, as well as our staff and volunteers. Austin Health has zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously in line with legal obligations and our policies and procedures.

Equal Opportunity Employer

Austin Health is committed to diversity and inclusion in employment and is proud to encourage applications from people of different backgrounds, abilities, ages, genders, gender identities and/or sexual orientations.

Austin Health acknowledges the Traditional Owners of the lands we work on and pay our respects to Elders past and present.

We welcome applications from people with disability and aim to provide an inclusive and accessible workplace. If you need any help with the application process or would like to discuss your reasonable adjustments during interviews, please let us know.

We welcome applications from Aboriginal and Torres Strait Islander peoples. For any support throughout the recruitment process or further information about working at Austin Health, please follow this link to Aboriginal Employment on our [website](#).

Document Review Agreement

Manager Signature	
Employee Signature	
Date	