

Position Description

Gastroenterology Registrar

Classification:	Registrar
Business unit/department:	Division of Surgery, Anaesthesia & Procedural Medicine
Work location:	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input checked="" type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
Agreement:	AMA Victoria - Victorian Public Health Sector - Doctors in Training Enterprise Agreement 2022-2026
	Choose an item.
	Choose an item.
Employment type:	Fixed-Term Full-Time
Hours per week:	43 hours per week – as per unit roster
Reports to:	Chief Medical Officer through Medical Director of Surgery, Anaesthesia & Procedural Medicine; Head of Plastics Unit and Director of the Gastroenterology and Hepatology Unit. Professional accountability is to the Chairman, Division of Surgery.
Direct reports:	Nil
Financial management:	Budget: Nil
Date:	May 2025

Position purpose

A registrar in Gastroenterology is required to perform the duties of the position efficiently, according to the standards of the Gastroenterology Unit including participating in the Austin Health performance appraisal program.

The position rotates through the following five areas:

- Liver Transplant Unit
- Gastroenterology
- Endoscopy
- Hepatology
- Inflammatory bowel disease

About the Directorate/Division/Department

The Gastroenterology and Hepatology Unit is part of the Division of Surgery, Anaesthesia & Procedural Medicine, and is responsible for the provision of services within the specialty to patients across Austin Health. The unit is a major provider of both basic and advanced endoscopic services.

Emergency and inpatient services are based at Austin Hospital while outpatient services and endoscopy are based in the Austin Hospital and Heidelberg Repatriation Hospital. In addition, a consultative service is provided for other units within the hospital. The unit maintains an ongoing commitment to undergraduate and postgraduate teaching.

Austin Health is a general teaching hospital. The Austin Hospital and Heidelberg Repatriation Hospital is also associated with the University of Melbourne.

Dr Josephine Grace is the Director of the Gastroenterology Unit.

Position responsibilities

Role Specific:

Clinical Care

- Provide safe, timely, and evidence-based care for both inpatient and outpatient gastroenterology patients
- Participate in daily ward rounds, unit meetings, multidisciplinary team discussions, and contribute to discharge planning and patient flow.
- Fulfil on-call responsibilities and after-hours coverage as per the unit roster.
- Collaborate effectively with consultants, registrars, residents, nurses, allied health, and support staff to ensure cohesive and high-quality patient care.
- Contribute to the auditing, evaluation, and continuous improvement of clinical practices to enhance patient outcomes

Teaching and training

- Actively participate in undergraduate and postgraduate teaching, including supervision and mentoring of junior medical staff and medical students.
- Maintain an accurate and up-to-date logbook of operative and procedural experience in line with training program requirements.

Research

- Engage in clinical or academic research activities relevant to gastroenterology.
- Contribute to research projects and quality improvement initiatives within the unit.
- Participate in local, national, or international surgical conferences and educational forums where appropriate.

Other

- To assist the Head of Unit in administrative duties as required.
- To assist in making a safe working environment by reporting any incidents of unsafe work practices, sites or equipment.
- To assist in the resolution of identified issues as required.



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- To participate in the Austin Health performance appraisal program as required.
- To undertake not to reveal to any person or entity any confidential information relating to patients and employees, policies, processes and dealings and not to make public statements relating to the affairs of Austin Health without prior authority of the Chief Executive Officer
- To participate in the emergency incident response activities, as defined within the Emergency Response Manual, as and when require, at the direction of management.
- Assist in the resolution of these issues.
- Abide by Austin Health corporate policies and practices as varied from time to time.
- Participate in Austin Health performance appraisal program as required.
- Undertake not to reveal to any person or entity any confidential information relating to patients and employees, policies, processes and dealings and not to make public statements relating to the affairs of Austin Health without prior authority of the Chief Executive Officer.
- Participate in the emergency incident response activities, as defined within the Emergency Response Manual, as and when required, at the direction of management.

Selection criteria

Essential skills and experience:

- A commitment to Austin Health values
- Have appropriate training and experience applicable to the field of Gastroenterology.
- Demonstrated commitment to high quality patient care.
- Demonstrated teamwork and collaboration.
- Demonstrated ability to communicate at all levels.
- Demonstrated commitment to teaching.
- Demonstrated capability and interest in research.
- Demonstrated understanding of Clinical Governance.
- Computer skills including use of email and the internet.

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.

Professional qualifications and registration requirements

- Registration as a Medical Practitioner with the Australian Health Practitioner Regulation Agency (AHPRA) - (note eligible applicants will be assisted through this process)



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Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.

Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

General information

Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and



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cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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