

# Austin Health Position Description



## Position Title: HITH & Virtual Care Registrar

Classification:	Registrar
Business Unit/ Department:	Hospital in the Home (HITH) & Virtual Care
Work location:	Austin Health
Agreement:	AMA Victoria - Victorian Public Health Sector - Doctors in Training Enterprise Agreement 2022-2026
Employment Type:	Fixed term
Hours per week:	43
Reports to:	HITH Medical Director & Consultants
Direct Reports:	Nil
Financial management:	n/a
Date:	June 2024

## 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 Hospital in the Home & Virtual Care

Hospital in the Home (HITH) is an acute care service which may be provided to patients who are in stable condition but require ongoing acute medical and nursing management by the hospital. The patient is still regarded as an inpatient of Austin Health and remains under the bed card of their admitting home unit. Clinical care provided under HITH includes intravenous antibiotics/antimicrobials, management of drain tubes and VACs as well as delivery of specialised medicines such as chemotherapy and terlipressin. There are also several novel and unique care pathways within HITH including at home monitoring of neutropenic patients with AML/ALL, elective surgery care pathways (including hernia repair, tonsillectomy, haemorrhoidectomy and post cardiac surgery) which allow patients to be discharged home after elective surgery with the support of HITH and home-based antibiotic allergy testing and de-labeling.

Patients may receive in person nursing visits, telehealth reviews or a combination of both in person and telehealth reviews supported by remote physiological monitoring where appropriate. The visiting nurses are supported by HITH care coordinators and HITH medical staff may be requested to assist with patient care both from visiting nurses and the HITH care coordinators. The HITH medical staff work in close conjunction with the admitting home unit and ensure open and proactive communication with both the inpatient units and community care providers such as general practitioners.

The HITH registrar will work as part of a multidisciplinary service providing team-based management for patients under the care of Hospital in the Home (HITH) and Virtual Care whilst undertaking comprehensive learning, training and professional development in medicine.

The successful appointee will be strongly encouraged to participate in available research and quality improvement opportunities including the analysis of current HITH clinical activity and databases and the development and evaluation of novel care programs. Subspecialty training opportunities include a weekly HITH medical teaching program, weekly sub-specialty clinical MDMs (cardiology, infectious diseases) and hospital-wide opportunities such as Grand Rounds.

Where appropriate the HITH registrar will be expected to provide support and guidance to more junior doctors in the service. As part of their appointment, the HITH Registrar is expected to complete a clinical quality improvement project.

## Purpose and Accountabilities

### Role Specific:

- Under the guidance senior medical staff, responsibility for the admission, management and safe discharge of patients assigned to HITH and Virtual Care.
- Work collaboratively as a team member with HITH nursing staff, senior medical staff, junior medical staff and other staff to provide efficient, safe and quality care.
- Provide clinical support for junior doctors as appropriate.
- Facilitate excellent communication and liaison with HITH nursing staff, treating units, general practitioners and others involved in patient care.
- Complete appropriate documentation in the patient's written and electronic hospital records. Entries should be legible, timely, regular and comprehensive, in order to document important changes or decisions, and ALL entries must be dated, designated and signed.
- Communicate clearly and simply with patients, their families and carers, the basis of diagnosis, course of disorder and proposed treatment options in a way that ensures understanding and empowers involvement in decision making about their care.
- Be responsive to patient and relative feedback and complaints, liaising promptly with appropriate Senior Staff as required.
- Maintain an understanding of individual responsibility for safety, quality & risk and actively contribute to organisational quality and safety initiatives.
- Participate in relevant Unit quality activities, programs and rosters as requested
- Attend, participate and complete mandatory training requirements and formal education and training programs coordinated by HITH or treating Units or the Hospital.
- Participate in Austin Health HMO Standby On-call Rosters as required.
- Respond to staff concerns in a manner that is consistent with the Austin Health values and foster a culture of great teamwork and collaborative spirit.

### 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.

## Selection Criteria

### Essential Knowledge and skills:

- A commitment to Austin Health values.
- A minimum three-years post-graduate experience as a medical practitioner.
- Registration with the Australian Health Practitioner Regulation Agency (AHPRA), (note - eligible applicants will be assisted through this process if necessary).
- Demonstrated commitment to high quality patient care.
- Demonstrated teamwork and collaboration.
- Demonstrated ability to communicate at all levels.
- Dedication to delivering excellent service - to patients, all colleagues (nursing, medical, managerial, support staff), GPs and other contact points.
- Willingness to engage with information technology and clinical systems.

### Desirable but not essential:

- A sound understanding of information technology including relevant hospital clinical systems.
- Previous or current experience in a medical registrar role.

## 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

<b>Manager Signature</b>	
<b>Employee Signature</b>	
<b>Date</b>	