

Position Description

Position Title: Cancer Cover Registrar

Classification:	Medical Registrar
Business unit/department:	Medical Oncology, Clinical Haematology and Palliative Care Units
Work location:	Austin Hospital ☒ Heidelberg Repatriation Hospital ☐ Royal Talbot Rehabilitation Centre ☐ Other ☐ (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
Reports to:	Head of Unit
Direct reports:	Nil
Financial management:	Budget: Not Applicable
Date:	July 2026

Position purpose

The primary aim of the Cancer Cover Registrar is to cover the annual leave of oncology, haematology and palliative care registrars at the ONJ Centre. The approximate allocation will be 20 weeks for each of oncology and haematology, 6 weeks for palliative care with the remaining weeks allocated for the Cover Registrar's own leave.

About Cancer Services

Cancer Services is managed by the Medical and Cancer Division of Austin Health. A complete range of cancer specialties are available to patients and their families, including, medical oncology, clinical haematology, radiation oncology, cancer genetics, palliative medicine, wellness and supportive care programs, and specialist cancer surgery (via a separate division). These are all provided in an environment that integrates research, teaching and training, in the Olivia Newton-John Cancer Wellness and Research Centre (ONJ Centre) at the Austin Hospital campus, and at the Ballarat Regional Integrated Cancer Centre (BRICC) of Ballarat Health Service.

Services include inpatient oncology, haematology and palliative care wards, day oncology, apheresis, radiation oncology, specialist clinics, cancer multidisciplinary meetings, and wellness and information centres. Cancer Services partners with the Olivia Newton-John Cancer Research Institute, the Victorian Comprehensive Cancer Centre (VCCC), the North Eastern Melbourne Integrated Cancer Service (NEMICS), and the North Western Palliative Care Consortia.

Position responsibilities

Role Specific:

There are several Registrar rotations this Cancer Service Leave Cover Registrar position may cover across medical oncology, clinical haematology and palliative care. Depending on the time allocation to each area, and level of experience of the incumbent, this Registrar may have the opportunity to be exposed to and further develop skills in all of these areas. Training in this position can be accredited towards medical oncology, haematology or other physician training programmes subject to College approval.

- **Medical Oncology**

There are 4 Registrar rotations in medical oncology: 2 inpatient rotations on the oncology ward allocated according to the patients' primary tumour stream; Day Oncology and outpatients, with the latter 2 rotations also covering internal and external referrals.

- **Clinical haematology**

There are 4 Registrar rotations in clinical haematology: inpatient care of acute leukaemia and allograft patients, and inpatient care of the rest of haematology (both benign and malignant, with a focus on lymphoma and autografts); Day Oncology and outpatients, with the latter 2 rotations also covering internal and external referrals.

- **Palliative Care**

There are 3 Registrars allocated to 2 Registrar roles in palliative care: 1 for inpatients in the Palliative Care Unit, and 2 for inpatient Consultations in the general medical and specialist units across Austin Health. Both roles are involved in the Palliative Care Outpatient Clinic. The Registrar provides specialist palliative care for symptom management, complex discharge planning, referrals to community palliative care, and end of life care.

Role Generic:

In each of these rotations the Registrar is required to:

- Be responsible for inpatient admission, management and safe discharge of patients in the assigned unit.
- Provide appropriate patient care to all inpatients referred for a consult in a timely manner
- Attend outpatient clinics and provide appropriate patient care to all outpatients.
- Assessment and management of patients in day oncology and other ambulatory care areas, including prescribing systemic therapies
- Attend the hospital regularly both in-hours and out-of-hours according to the daily duty statements and rosters.
- Participate in an on call and weekend roster with the support of a consultant and resident.
- Work collaboratively as a team member with senior medical staff, junior medical staff, nursing and other staff to provide efficient, safe and high quality care.
- Participate in education programs as required.
- Attend the weekly department meetings as required.



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- Assist in creating and maintaining an environment which values and promotes quality patient care.
- Actively participate in accreditation and quality activities, including clinical audit.
- Support the attendance and participation of the Intern and HMO in the formal education and training program and hold their pager during JMS attendance

All Employees:

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on the intranet (The Hub): <http://eppic/>
- Report incidents or near misses that have or could have impact on safety - participate in identification and prevention of risks
- Comply with the Code of Conduct

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; in this case this will mean having passed the FRACP written examination
- Demonstrated commitment to high quality patient care
- Demonstrated teamwork and collaboration, and adaptable to changing environments
- Demonstrated ability to communicate at all levels
- Demonstrated understanding of clinical governance

Desirable but not essential:

- Prior exposure to the care of oncology and/or haematology and/or palliative care patients

Professional qualifications and registration requirements

- AHPRA
- FRACP written examination



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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 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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