

# Position Description

## Rehabilitation Registrar to Victorian Spinal Cord Service

<b>Classification:</b>	Registrar Year 1 – Registrar Year 6
<b>Business unit/department:</b>	Continuing Care Division
<b>Work location:</b>	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input type="checkbox"/> Royal Talbot Rehabilitation Centre <input checked="" type="checkbox"/> Other <input type="checkbox"/> (please specify)
<b>Agreement:</b>	AMA Victoria - Victorian Public Health Sector - Doctors in Training Enterprise Agreement 2022-2026
<b>Employment type:</b>	Fixed-Term Full-Time
<b>Hours per week:</b>	43 hrs/week + on-call
<b>Reports to:</b>	Director, VSCS
<b>Direct reports:</b>	Spinal Interns and HMO (when oncall)
<b>Financial management:</b>	Budget: NIL
<b>Date:</b>	May 2026

### Position purpose

The registrar works with the Consultants in Rehabilitation and Spinal Medicine for the Victorian Spinal Cord Service, and in doing so ensures patient-centred, high quality, clinically appropriate care is delivered, at the right time and in the right place.

### About the Victorian Spinal Cord Service

The Victorian Spinal Cord Service (VSCS) is Victoria’s designated statewide specialist service for people who sustain traumatic spinal cord injury. The service provides coordinated care from the acute phase through rehabilitation and into the community, with lifelong involvement supported through structured face-to-face and virtual follow-up where clinically indicated.

As a statewide service, VSCS works in partnership with the State Trauma System, surgical and medical specialists, rehabilitation providers, general practitioners, and community care teams. The service provides secondary consultation and advice to clinicians across Victoria to support consistent, evidence-based care and to enable care to be delivered in local services with specialist support, where safe and clinically appropriate. VSCS also contributes to education, quality improvement and research, supporting system capability through teaching, guideline development and statewide collaboration to improve outcomes for people with spinal cord injury.

## Position responsibilities – Role Specific

### Clinical care

- Provide medical assessment and management of VSCS inpatients and outpatients across the continuum of care (acute, rehabilitation and community follow-up), under the supervision of the Consultant.
- Coordinate day-to-day medical care within the treating team at the Spinal Rehabilitation Facility, including escalation of clinical issues to the Consultant and contribution to goal setting and discharge planning.
- Participate in after-hours and on-call rosters in accordance with approved rostering arrangements, providing cover for VSCS patients (including those in the acute ward and ICU) and responding to Emergency Department referrals and acute spinal cord injury admissions as rostered (alternating with the VSCS Acute registrar).
- Participate in inpatient ward rounds, outpatient clinics, multidisciplinary case conferences and family meetings, as required.
- Contribute to the management of acute spinal cord injury, complex rehabilitation programs and readmissions, with appropriate escalation to the Consultant and relevant specialty services.
- Provide clinical advice within Austin Health and to external referring teams within delegated scope and escalate complex decision-making and requests for formal secondary consultation to the Consultant.
- Assess patients for suitability for rehabilitation and/or transfer to VSCS, in consultation with the Consultant and referring teams.
- Ensure timely completion of discharge summaries and follow-up arrangements and liaise with the patient's GP and relevant specialists as required.

### Education, training and research

- Attend the Wednesday afternoon Australasian Faculty of Rehabilitation Medicine (AFRM) training program.
- Contribute to the supervision, teaching and education of junior medical staff, students and other members of the multidisciplinary team, as required.
- Support research activity within the VSCS, including assistance with patient assessment and data collection for approved research trials, in consultation with the Director of VSCS.

### Statewide and service contribution

- Participate in clinical audit, quality improvement and clinical governance activities within the unit, in accordance with Austin Health policies and procedures and under appropriate supervision.
- Provide advice and support to community medical practitioners and community nursing/allied health providers regarding management of people with spinal cord injury and escalate or direct enquiries to the appropriate team member when required.

### Quality, safety and governance

- Support continuity and co-ordination of care across the care continuum, including liaison with community services, referring clinicians and statewide partners, as required.
- Participate in emergency response activities as required.



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- Supervise and support junior medical staff (HMO/intern) as required, including appropriate delegation, review and feedback.
- Attend unit meetings and participate in unit activities as required.

### To liaise with:

Medical, Nursing and Allied Health staff, ensuring patient-centered, high quality, clinically appropriate care is delivered to the right person at the right time.

- Referring Units
- Patients' carers
- LMOs
- External agencies.

## Selection criteria

### Essential skills and experience:

- A commitment to Austin Health values
- High-level English communication skills (both written and verbal).
- A demonstrated commitment to
  - high quality patient care.
  - teaching and learning.
  - engagement, teamwork and collaboration.

### Desirable but not essential:

- Preference will be given to practitioners registered as Advanced Trainees in the AFRM Fellowship program.

## Professional qualifications and registration requirements

- MBBS or equivalent
- Registered to practice Medicine in Australia
- Minimum of three years hospital training following graduation

## 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.



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- 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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