

POSITION DESCRIPTION	
Position Title:	Rehabilitation Registrar
Classification:	TBA
Department/Unit:	Nicholson – Rehabilitation Unit
Division:	Medical Services
Reports To:	Rehabilitation Physician

1 Primary Purpose of Job

To provide assessment and management as a medical member of the multi-disciplinary team in the rehabilitation unit. To play an effective and active role in rehabilitation process and discharge planning of patients resulting in best possible outcome for the patient and their families.

Rehabilitation is the process of restoring people to their highest level of function following injury, surgery or illness. Through re-learning and re-training programs, people are given the strengths and skills they need to achieve their full potential.

2 Organisation Context

2.1 Shared Vision

We will be a leading regional health care provider delivering timely, accessible, integrated and appropriate services to our community.

2.2 Core Values

- Customer Focus
- Integrity
- Excellence
- Working Together

2.3 National Safety and Quality Health Service Standards (NSQHS)

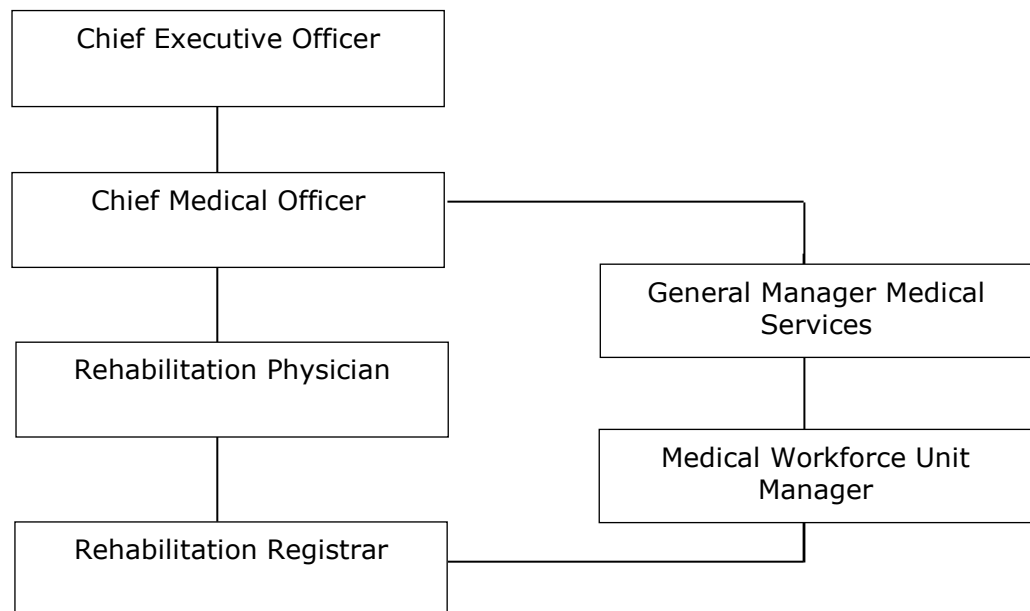
National Safety and Quality Health Service Standards (NSQHS) is the framework the Australian Commission on Safety and Quality in HealthCare (ACSQH) use to review hospitals for Accreditation. To ensure Latrobe Regional Hospital is an accredited facility, we are continuously reviewing and improving our service through numerous quality improvement initiatives and programs.

2.4 LRH Strategic Directions

- Enhancing Services
- Improving service models
- Improving quality
- Enabling people
- Supporting education and training
- Developing infrastructure
- Developing partnerships
- Building leadership

2.5 Structure

The Rehabilitation Registrar reports to the Rehabilitation Physician and the HMO Manager.



2.6 Liaison

Internal: Liaise with medical and nursing staff, interdisciplinary health professionals, all employees and customers of LRH.

External: Referring hospitals and other health services, Ambulance Victoria

3 Resource Management

3.1 Total Staff Management (FTE)

- Not applicable

3.2 Annual Operating Expenditure

- Not applicable

3.3 Personal Responsibilities

- Compliance with Occupational Health & Safety Regulations
- Compliance with legislative requirements
- Complete mandatory training
- Participate in annual performance appraisal
- Support the delivery of high quality and safe patient care
- Awareness and engagement in continuous improvement initiatives

4 Qualifications/Experience

4.1 Mandatory

- MBBS or equivalent
- Registered to practice medicine in the State of Victoria
- Three or more years experience relevant to Rehabilitation Medicine

4.2 Desirable

- Preference will be given to practitioners registered as trainees in the AFRM Fellowship program.
- Minimum of three years hospital training following graduation

5 Key Selection Criteria

5.1 Key Competencies

- Clinical competence at a level commensurate with the number of years since graduation of medicine.
- A strong interest in pursuing a career in Rehabilitation Medicine Sound clinical assessment and treatment skills
- Effective discharge planning skills
- Experience in working as part of a multidisciplinary team

5.2 Personal Attributes

- Excellent interpersonal skills
- High level of communication skills including both written and verbal communication
- Self-directed and enthusiastic and sets high standards of performance for self and others.
- Adaptable and receptive to new ideas, and responds and adjusts easily to changing work demands and circumstances.

6 Duties/Responsibilities

Operational/Clinical

The Rehabilitation Registrar is accountable to the Clinical Lead of Rehabilitation Medicine for the care of all patients in the unit. The role includes the following responsibilities:

- Care of patients in the rehabilitation ward, including daily ward rounds
- Admission of patients
- Regular medical entries in progress notes about all medical decisions and actions.
- Ensure timely and clear clinical communication including clinical handover with regards to rehabilitation unit patients
- Ensure timely escalation of care related issues to the consultant when required
- Be responsive to queries from nursing staff and other members of the multidisciplinary team
- Liaise with other medical teams for consultations and follow up
- Attend multidisciplinary team meetings
- Liase with allied health team members regarding medical issues and therapy.
- Monitoring of investigation results
- Attend appropriate outpatient clinics
- Assist in the coordination of the Rehabilitation Unit as directed by the Clinical Lead

Quality and Safety

- Provide leadership and education to junior medical staff
- Co-ordinate the education program for junior medical staff
- Contribute to clinical audit and participate in changes that improve quality and safety of patients.

- Contribute to the review and development of policies and protocols relevant to rehabilitation
 - Participate in clinical research where appropriate.
- Observe safe working practices and protect self and others' health and safety

Self-Management

- Continue to undergo training and education in clinical practice and to attend scheduled teaching sessions.
- Seek regular feedback on progress with the Training Supervisor and other members of the team formally via RANZCOG 3 monthly processes and informally as needed.

Roster / Time Table

Rostered hours are 43 per week which includes Training Time

Reviewed By:	Medical Workforce Unit Manager & Rehabilitation Consultant
Last Review Date:	September 2018
Date to be Reviewed:	September 2019

I have read and understand the contents of the position description:

Employee's Signature: _____

Date: / /