



**Position title:** Rehabilitation Medicine Advanced Trainee

**Classification:** As per award

**Reports to:** Clinical Unit Head

**Department:** Unit specific to Allocation/Appointment

## About Monash Health

Monash Health is Victoria's largest public health service. We provide safe, high-quality care to one-quarter of Melbourne's population, across the entire lifespan, from pre-birth to end-of-life.

More than 22,000 of us work at over 40 care locations across south-east Melbourne, including seven hospitals and an extensive network of rehabilitation, aged care, community health and mental health facilities. Each year:

- We provide more than 3.4 million episodes of care to our community,
- More than 276,000 people are admitted to our hospitals,
- Close to 220,000 people receive care at our three emergency departments,
- We respond to more than 67,000 ambulance arrivals,
- We perform more than 48,000 surgical procedures, and
- We deliver more than 10,000 babies.

We are an equal opportunity employer and committed to a fair, non-discriminatory workplace that maximises the talent, potential and contribution of all.

## Exciting Opportunities at Monash Health

### Monash Health – Emergency Department Expansion Project

Our new, state-of-the-art emergency department at Monash Medical Centre will provide better emergency care to the community at a time when it needs it most.

The expansion also includes the development of a dedicated children's emergency area, designed to provide a private, calm and comfortable environment while helping meet the increasing demand for paediatric emergency care.

Upon completion of the project, the bigger and better Monash Medical Centre will also include a \$5.3 million mental health, alcohol and other drugs hub, allowing those presenting at our emergency department for this reason to be fast-tracked to receiving specialist, dedicated care.

### Victorian Heart Hospital

The Victorian Heart Hospital (VHH) will be an Australian-first heart hospital, bringing together the world's best in cardiovascular care, research and training to deliver better patient-centred care and outcomes for Victorians with - or at risk of - heart disease. The VHH Victorian Heart Hospital is scheduled to be commissioned in February 2023.

The VHH will support integration of world-class research, training and education with clinical care, translating advanced developments into new and innovative models of cardiac care to address the priorities of better patient access, experience and outcomes, a coordinated system, and effective and innovative cardiac services.

It will be electronically (or digitally) enabled and integrated to deliver a patient-centred health experience together with quality health outcomes to treat cardiac diseases from early childhood to advanced adult life. This will include an emergency department, cardiac catheterisation labs, specialist surgical and imaging facilities and telehealth services for patients throughout Victoria, interstate and around the world.

## Rehabilitation

Rehabilitation Registrars within Monash Health may work at Kingston Centre or Casey Hospital. Each appointment is for 6 months, however many registrars choose to spend 12 months within Monash Health and work at 2 different sites. Casey Hospital provides general rehabilitation with a range of impairment groups, including orthopaedic, neurological and deconditioning; and Kingston Centre has mainly stroke and neurological rehabilitation and also some Chronic Pain and Friedreich's Ataxia patients. Rehabilitation Assessments, both for inpatients and in CRC are available.

Clinical duties include participation in chart rounds, ward rounds, team meetings, and family meetings. There are inpatient and outpatient clinical responsibilities at all sites. Some after-hours work is required, detailed description of position and orientation documents are provided. Educational opportunities include rehabilitation, aged-care and general medical/surgical grand rounds, research projects with mentoring; AFRM training session time is quarantined.

There are a number of specialty clinics at Monash Medical Centre Clayton that can also be attended depending on time and interest. These include Pediatric rehabilitation, Spasticity, and Friedreich's ataxia. The opportunity exists for trainees to attend procedural clinics including botulinum toxin sessions and to gain experience in other procedures in pain and spasticity management.

## Kingston centre

### Ward Northwest 2

Northwest 2 is a stroke-neuro rehabilitation ward. Some patients are also admitted with orthopaedic or deconditioning rehabilitation needs. Age ranges varies, from young adults to previously high functioning older-aged. There are also Chronic pain and Friedreich's ataxia programs, which are mainly, but not exclusively, outpatient-based. There are opportunities for participating in intra-thecal baclofen trials and management of intrathecal pumps, Botulinum toxin injections, as well as clinical gait analysis laboratory sessions. Acute hospital patient assessment sessions at Monash Medical Centre, Clayton, may also be performed.

## Casey Hospital

There are two wards at Casey Hospital that care for rehabilitation patients.

### Ward H

There are 20 inpatient rehabilitation beds, with typically over half the patients have neurological impairments, with the remainder typically having orthopaedic or deconditioning impairments. There is an intern attached to the ward H. The registrar attached to ward H also attends a rehabilitation review clinic and Clayton for some acute patient assessment.

### Ward D

There are 20 inpatient rehabilitation beds, with who typically have a range of impairments, including neurological, orthopaedic and deconditioning. There is a HMO attached to the ward H. The registrar attached to ward D also sees some acute patient assessment.

## Job summary

### Purpose

Work as part of a multidisciplinary team to provide safe and effective person centred care, provide teaching and supervision of resident medical staff and students and undertake training towards attaining Fellowship of the relevant college.

## Key result areas

As Registrar of the Unit you will have a significant responsibility and a complex role. You will be required to undertake:

- Patient assessment and management in consultation with the treating consultant
- Patient care coordination
- Intern/HMO support, supervision, feedback and teaching
- Student interaction and teaching
- Family member communication, feedback and liaison
- Extensive interaction with the other health professionals, especially, the nursing and allied health staff
- Self-management (including time management, accessing education and training and completing college requirements)
- Provide clinical leadership to the multidisciplinary treating team
- Demonstrate commitment towards key organisational initiatives
- Demonstrate compliance with all relevant Monash Health Policies and Procedures

## Scope

**Budget:** Not Applicable

**Equivalent full-time employees:** Not Applicable

**Direct reports:** Resident Medical Staff of the Unit

**Key internal relationships:**

- Unit Head
- Senior Medical Staff
- Other Registrars and HMOs
- Nurse Unit Manager and Nursing staff
- Allied Health Staff
- Monash Doctors Workforce
- Monash Doctors Education
- Directors of Vocational Training
- Monash Innovation and Quality
- Director Medical Services
- Junior Medical Staff Advisory Committee

**Key external relationships:**

- Australasian Faculty of Rehabilitation Medicine
- Rehabilitation Medicine Society of Australia and New Zealand
- Victorian Rehabilitation Medicine training program
- The Postgraduate Medical Council of Victoria
- Other public health services

## Responsibilities

### Quality and safety

The following responsibilities and accountabilities exist to ensure we deliver our National Standards. Refer to Monash Health's Clinical Governance Framework for more information.

### Employee

- Carry out compliance and improvement against the key elements of quality and safety

- Be responsible for the quality of care at point of care

## Operational / Clinical

As the registrar you are accountable to your Unit Head/consultant for the care all the patients in the unit. It is your responsibility to

- Provide safe and high quality person-centred care for patients under your care
- Ensure coordination of care for patients in your unit
- Ensure timely and clear clinical communication including clinical handover with regards to patients under your care
- Ensure timely escalation of care related issues to your consultant when required
- In your clinical practice demonstrate commitment to quality and safety and Monash Health's "Patient first" initiative.
- In your clinical practice demonstrate commitment towards Monash Health's "Four hours will be ours" initiative

## Financial management

As a registrar you do not have financial or budgetary responsibility but you are required to demonstrate an understanding of how your clinical practice affects the financial performance of the organisation

- In your clinical practice you should a commitment to ethical and appropriate use of resources
- You must demonstrate a commitment towards Monash Health's "Living within our means" initiative

## People

- Participate and co-operate in consultative processes to improve health and safety.
- Observe safe working practices and as far as you are able, protect your own and others' health and safety.
- Manage employee through effective recruitment, retention recognition and development strategies, ensure there are effective consultation and communication processes in place.
- Provide leadership and support for resident medical staff, appraise their performance in consultation with your Unit Head and ensure that staff receive appropriate performance management, professional training and development opportunities
- Monitor the operations and continuous improvement of the Monash Health Occupational Health and Safety Management System within the area of responsibility and provide a safe and positive workplace
- Provide leadership and support for direct reports, appraise their performance, ensure employee complete required training and are provided with professional training and development opportunities.
- Complete all necessary personal training and professional development requirements.
- Participate in annual performance development discussions with your manager and complete all mandatory training and compliance activity.

## Self-Management

- Maintain clinical knowledge, skills and attributes appropriate to your practice
- Seek regular feedback on your progress with your clinical supervisor and other members of your team formally and informally. Ensure timely mid and end of term performance appraisals
- Maintain your health and understand its impact on your performance in the role. Seek help early in case of health related concerns.

## Person specification

### Qualifications/registrations/licences (*italics indicate desirable*)

- A medical qualification (MBBS or equivalent) which is recognised for registration by the Australian Health Practitioner Regulation Agency

- Trainee of relevant Medical college
- Motor vehicle driver licence

### Technical skills/knowledge/experience

- Has the appropriate level of clinical knowledge and skills to undertake the role of Registrar
- Has the appropriate level of relevant clinical experience to undertake the specific role

### Capabilities

#### Professionalism

- Demonstrates all the attributes that accord with the Monash Health values – iCARE (Integrity, Compassion, Accountability, Respect and Excellence)
- Demonstrates a high level commitment to ethical practice
- Understands medico-legal issues associated with clinical care
- Demonstrates a commitment to profession-led regulation
- Demonstrates ability to effectively manage matters of patient safety and quality of care
- Understand the role of the relevant College and the associated expectations of the HMO role

#### Scholar/ Teacher

- Demonstrates ability to contribute to the development, dissemination, application, and translation of new medical knowledge and practice
- Facilitates the medical education of patients, families, trainees and other health professionals and the community
- Provides the necessary training and commitment to the supervision, mentoring and assessment of junior medical trainees and students
- Supports basic laboratory, translational, and clinical research, as appropriate to the Department

#### Health Advocacy

- Demonstrates ability to advocate for improvements in health care through involvement in relevant professional bodies and forum
- Able to respond to individual patient health and educational needs
- Promotes the maintenance of good health in colleagues and junior medical staff
- Looks after his or her own health and well being
- Advocates for improvements in health care

#### Leadership & Management

- Demonstrates clinical Leadership with proven ability to exercise sound judgment and provide leadership in professional standards, ethics and a commitment to research and innovation

#### Teamwork

- Demonstrated ability to work in collaboration with members of interdisciplinary teams and committees
- Capacity to be an effective member of the relevant Department/Program, stimulate constructive debate and support colleagues in the achievement of Department/Program objectives

#### Communication

- Able to communicate effectively with team members and colleagues
- Able to communicate effectively and appropriately with patients and families, including those of diverse cultural backgrounds

- Maintains clinical and administrative documents accurately
- Facilitates continuity of patient care through effective communication and handover of relevant information

## Other position requirements

- As we support a culture of safety through employee immunisation, there must be documentation provided confirming completed immunisation on employment at Monash Health
- Current and satisfactory Police Check (must also comply with Aged Care Act 1997 Accountability Amendment Principles 2012 if working in Aged Care setting)
- Current and satisfactory Working with Children Check.
- Applicants who are new to Monash Health will be required to enter into an Employment Agreement before commencement
- May be required to travel between Monash Health sites
- May be required to cover relevant and appropriate positions at other sites
- Is required to comply with all relevant Monash Health policies and procedures
- It is the responsibility of the individual to organise their own transport to and from their rostered sites (and between sites where applicable).

## Our values

- **Integrity:** Honesty, open and transparent, admit mistakes, maintains confidentiality, fairness, builds trust.
- **Compassion:** Empathy, sensitivity, concern for others, interacts with dignity, tolerance, anticipates needs
- **Accountability:** Understands roles, uses resources wisely, delivers on time, timely decision making, achieves stretch goals, takes responsibility for performance
- **Respect:** Builds relationships, courteous, listens and understands, gives and receives feedback, sensitivity and understanding, values difference and individual worth
- **Excellence:** Supports creativity and innovation, proactive and solution-focused, seeks out opportunities, embraces quality improvement, professionalism

## Our guiding principles

1. We consistently provide safe, high quality and timely care
2. We provide experiences that exceed expectations
3. We work with humility, respect, kindness and compassion in high performing teams
4. We integrate teaching, research and innovation to continuously learn and improve
5. We orientate care towards our community to optimise access, independence and wellbeing
6. We manage our resources wisely and sustainably to provide value for our community

## Document approval

**Approved by:** Acting Service Director

**Department:** Rehabilitation and Aged Care

**Date:** April, 2022.