

# POSITION STATEMENT



**Position Title:** 2022 Paediatrics GP Trainee

**Directorate:** Acute Operations

**Department:** Women and Children Services – Paediatrics Department

**Reporting to:**

- Direct: Clinical Head of Unit
- Indirect: Chief Medical Officer

## Appointment Terms/Conditions

- Classification and Code: HM25 – HM30 Relative to experience
- Award Coverage: Doctors in Training Agreement
- Time Fraction (hrs/wk): Full Time, 86 hours a fortnight

## ORGANISATIONAL INFORMATION

### Vision

Excellence in health care.  
Our patients / Our Staff / Our community

### Mission

Ballarat Health Services' primary role is to deliver quality care to the communities we serve by providing safe, accessible and integrated health services resulting in positive experiences and outcomes.

Values	
<b>Teamwork</b> We commit to common goals based on open and honest communication while showing concern and support for all.  We are dedicated to working together for common interests and responsibilities.	<b>Respect</b> We acknowledge everyone's unique strengths and values diversity.  We operate in a spirit of co-operation and honour human dignity.
<b>Accountability</b> We personally commit to delivering our best, taking responsibility for all of our decisions and actions.	<b>Compassion</b> We treat people with kindness and empathy.  We care about our patients, our people and our community.

## **POSITION PURPOSE**

Ballarat Base Hospital has a 16-bed Paediatric Ward and a 12-bed level 2A Special Care Nursery (CPAP capabilities) with 1200-1400 births, per year.

BHS has a busy Emergency Department and an ICU that assists with management of some children. BHS employees eight, part time VMO paediatricians who rotate on-call responsibilities.

BHS operates four general paediatric outpatient clinics per week, as well as a paediatric diabetic clinic, a paediatric immigrant health clinic and outreach clinics to Stawell and Horsham. We have multiple visiting subspecialty clinics and also maintains close links with the Royal Children's Hospital and tertiary Melbourne NICU centres.

Ballarat Health Services is a major training site for the University of Melbourne and Deakin Rural Clinical Schools. Senior staff are strongly committed to teaching and the professional development of Interns, HMOs and Registrars.

Coverage includes paediatric residents covering 24-hours per day. This registrar position comprises a team of 5 registrars and 1 fellow providing cover 24 hours per day. Responsibilities include daily ward rounds, outpatient clinics, emergency consultations, high-risk deliveries, student teaching, an ongoing education program and frequent departmental meetings. On-call requirements are 1 in 4 weekends and 1 night per week first on call, with consultant back up 24 hours per day. Remuneration is per Victorian Award with on call and call back payments. Private accommodation is provided close to the hospital for a nominal fee and can accommodate families with some notice.

Most GP Trainees find this position quite challenging but extremely rewarding given the high level of responsibility and decision-making expected of our trainees. The diverse range of patients that are often not managed directly by general paediatrics in the metropolitan setting, along with a high acuity neonatal throughput, allows our trainees a true experience of general paediatrics. We also offer ample opportunities for broad outpatient exposure to many behavioural and community paediatric conditions such as ADHD, autism spectrum disorders and developmental delay, provision for joining our outreach services, and excellent exposure to assessment of Child Abuse and Sexual Assault cases as per the requirements of the General Paediatrics SAC.

This position provides further exposure to issues regarding neonatal and paediatric care, an opportunity to undertake graduated independent practice and define one's limits, and to deal with patients and their families across a wide range of clinical conditions. There will be exposure to patients with difficult social situations and possible child abuse, necessitating a good appreciation of the situation and understanding of the legislative framework and available support services within DHS and the Community Services. There is also likely to be some involvement with genetic/congenital diseases and the issues surrounding the management of such situations. This position further offers the opportunity to perform a clinical audit for the Unit, and carries the responsibility for recognising and identifying relevant clinical incidents.

On a social front, Ballarat is situated ideally only 90 minutes from Melbourne and even less to multiple coastal towns. We are within easy reach of many wineries, historic Victorian towns, spa resorts and mountain hiking. Ballarat offers a superb regional lifestyle with excellent public and private schools, recreational and sporting facilities, shopping, entertainment and cultural pursuits. Country or city living is available within minutes of the hospital and there is easy access to Melbourne (70 minutes).

Assisting Specialist Paediatricians in the management of the Paediatric Ward, Special Care Nursery, Paediatric Outpatient Department and relevant Emergency Department paediatric presentations.

Initial assessment, treatment and on-going management of paediatric and neonatal patients in the Paediatric Ward and Special Care Nursery as well as acute attendees in the Emergency Department. Initiate, implement and monitor management of patients under supervision, incorporating appropriate investigation.

To undertake, or ensure delegation of responsibility for, thoroughly and promptly correlating and recording relevant information obtained from various sources, in an appropriate and ongoing manner, from the initial assessment, treatment, clinical progress and investigations, and to succinctly record this in discharge summary at the time of discharge.

Foster rapport and good communications using appropriate language, written or verbal, with the patient, their parents and other parties as required; including contact with the referring Medical Practitioner.

Use technology appropriately, with cost benefit and potential patient benefit and complications considered.

Appropriately liaise with all staff involved in the care of the patient, including communication and referrals necessary for ongoing care post-discharge.

Supervision and training of Paediatric Resident staff and Medical Students.

Liaison with Nursing, Allied Health and other HMO's & Specialist Medical Staff in achieving high standards of patient care and efficient use of available resources.

Attendance at high-risk deliveries and caesarean sections as requested.

Routine assessment of newborns prior to discharge as requested by the Obstetrics & Gynaecology Team.

Involvement in, and preparation of, weekly Paediatric meetings as outlined in the roster

Involvement in the regular after hours and weekend roster, covering Paediatrics.

Other duties as specified from time to time by the Medical Director or Specialist Paediatricians.

## **GOALS AND OBJECTIVES**

Learning: To demonstrate competency in the clinical management of paediatric and neonatal conditions in both the inpatient and outpatient setting, with particular emphasis on the broad base of paediatric knowledge required in a regional setting. This position provides broad general experience in common paediatric and neonatal diseases and management issues relevant to a broad population in a rural setting. This position is accredited by the Royal Australian College of General Practitioners as part of the GP Procedural Training Program.

Demonstrate competent initial assessment, including history, examination and investigation, of common paediatric and neonatal presentations.

Develop a follow up plan, which demonstrates knowledge of the common treatment agents/modalities, their clinical uses (and dosages), adverse effects and potential drug interactions, as applicable to the particular patient.

Be comfortable with the routine assessment and acute stabilisation of the newborn.

Demonstrate an understanding of, and competency for, the acute stabilisation of more severe common acute paediatric presentations.

Work within a multidisciplinary framework, demonstrating leadership qualities within the paediatric unit, as well as liaising appropriately with other unit staff as required.

Strengthen understanding of the management of paediatric patients, including the role of 'first on call' duties out of hours, with appropriate Consultant Paediatrician backup.

Develop competency in procedural skills, e.g. intravenous lines, venous and arterial punctures, suprapubic aspiration, lumbar puncture and endotracheal intubation. Teaching and supervision of junior paediatric staff with these procedures as appropriate once adequate clinical competence is achieved. Supervision should be appropriate to your experience.

Present a concise and cohesive overview of a patient's management, including the formulation of a reasonable management plan, for both inpatient and outpatient Paediatric and Neonatal conditions.

Ethical Knowledge and Practice

## **KEY ACCOUNTABILITIES**

- Must carry out work duties in a safe manner by adhering to BHS Occupational Health and Safety Policies, Regulations and agreed safe work procedures, and report immediately any potential hazards and/or incident occurring in the workplace.
- Adhere to infection control policies and procedures as identified in the Ballarat Health Services Infection Control Manuals.
- You must ensure that the affairs of Ballarat Health Services, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Ballarat Health Services.
- Compliance with all BHS Policies and Procedures.
- Adherence to infection control policies and procedures as identified in the Ballarat Health Services Infection Control Manuals.

- Participation in the BHS integrated risk management and quality improvement systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague
- You must ensure that the affairs of Ballarat Health Services, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Ballarat Health Services.
- At BHS we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst BHS employees.
- BHS is committed to a patient/client centred approach in the provision of health care and services, consistent with the BHS values, mission and vision. It is expected that you demonstrate the core values of patient centred care in every interaction with patients, carers and colleagues.

## **KEY SELECTION CRITERIA**

- Registered General Practice trainee on a recognised Rural Generalist Program in Victoria.
- MBBS or equivalent degree enabling registration with the Medical Board of Victoria
- Satisfactory completion of at least two postgraduate years.
- Prior paediatric / neonatal experience

## **OCCUPATIONAL HEALTH, SAFETY AND QUALITY RESPONSIBILITIES**

### **Responsibilities and Accountabilities**

All Ballarat Health Services employees share responsibility for occupational health and safety, (OH&S) with specific responsibilities and accountabilities allocated to positions within the organisational structure.

Employees also have a responsibility to the National Safety and Quality Standards (NSQHS) in ensuring the effective and safe delivery of healthcare services.

Any employee who fails to meet his/her obligations concerning health and safety may, depending on the circumstances, face disciplinary action up to, and including, dismissal.

### **Employees**

Employees have a responsibility to comply with all relevant BHS OH&S management system Policies, Procedures and programs. This includes the BHS Injury Management Program.

Employees have a responsibility to take all reasonable care to prevent incident or injury to themselves or to others in the workplace. Employees are expected to learn and follow approved standards and Procedures that apply to their activities and check with their Manager when they have any doubts concerning potential hazards.

Employees have a responsibility for:

- Looking after their own health and safety and those of others in the workplace;
- Follow safe work practices and use personal protective equipment as required;
- Participate in OH&S consultation and OH&S training initiatives;
- Report any accidents, incidents, injuries “near misses”, safety hazards and dangerous occurrences, assist with any investigations and the identification of corrective actions;
- Cooperate with managers and supervisors so that they can meet their OH&S responsibilities;
- Don't wilfully interfere with or misuse anything provided in the interest of health and safety or wilfully put anyone at risk;
- Performing only those tasks for which they have received appropriate training and instruction;
- Ensuring that they understand and comply with those responsibilities which apply to them while performing their duties at the workplace;
- Participate in emergency evacuation exercises.

## **OTHER RELEVANT INFORMATION**

- Appointment is subject to a satisfactory Staff Immunisation clearance and a satisfactory current Police Record Check.

- Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
- Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- An interim performance development and review discussion will occur with your Manager three months from your commencement date and annually thereafter. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead.

## HOW TO APPLY

### Your application should include:

- Clearly state the **Job No.** specified on the advertisement for this position.
- A statement addressing each “**Key Selection Criteria**” clearly demonstrating your ability to meet the objectives of the role. **Note:** Read the Position Description carefully so you have a good understanding of what is required and remember to address what skills, knowledge and attributes you have.
- General resume
- Copies of any formal qualifications. **Note:** If emailing your application note that hard copies of your qualifications will need to be produced at interview.
- Two (2) professional referees

Apply on-line at: [www.bhs.org.au](http://www.bhs.org.au)

## AUTHORISATIONS

<b>Employee</b>	
<b>Department Manager</b>	
<b>Director / Chief Executive Officer</b>	
<b>Date Written:</b>	<b>Date Revised: Feb 2021</b>

Paediatrics posts are intended for GP registrars and GPs who wish to gain skills in the management of paediatric and adolescent patients both in the hospital and in the ambulatory setting. The post provides for extensive experience in General Paediatric Medicine, Adolescent Medicine and Neonatology. There is significant exposure to acute paediatric presentations with the trainee being involved with the Paediatric ward, emergency department, special care nursery and private consulting rooms. During the post, you will be required complete the Advanced Paediatric Life Support (APLS) three- day training program. During the post you will also have the option to complete the Diploma of Child Health offered externally through the Sydney Children’s Hospital Westmead, under the supervision of the paediatricians. There are two pathways for applying and completing procedural training in Paediatrics.

### Pathway 1 - As a component of the FARGP

The Fellowship in Advanced Rural General Practice (FARGP) is the qualification awarded by the RACGP beyond the vocational Fellowship. It caters for both GP registrars and practising GPs. A core requirement of the FARGP is the completion of 12-months of Advanced Rural Skills Training (ARST) in an accredited training post. You are free to choose which advanced skill or skills you wish to concentrate on although the RACGP recommends that the needs of the community also be taken into account when making the choice. If you complete a relevant ARST before enrolling in the FARGP you can apply to have your training recognised. You may undertake a 12-month ARST in Paediatrics as a component of your FARGP. ARST posts are accredited with the RACGP to develop competencies detailed in the RACGP Curriculum Statement on Children and Young People’s Health. MCCC offers training posts in Paediatrics that will fulfil the requirements of the FARGP.

### Pathway 2 - As a component of the FACRRM

If you are undertaking your Fellowship of the Australian College of Rural and Remote Medicine (FACRRM) you may complete your procedural training in Paediatrics through Advanced Skills Training (AST). An AST in Paediatrics as a component of the FACRRM is a minimum of 12-months full-time equivalent training. Subject to ACRRM censor

approval, training may be undertaken in two or more blocks and up to six months may be undertaken in one or two sub-specialty areas. Training posts are accredited by ACRRM. Please review the Curriculum Statement in the below link:

[https://www.acrrm.org.au/docs/default-source/documents/training-towards-fellowship/acrrm-ast-curric\\_aim\\_final\\_01-14-04-12-13.pdf?sfvrsn=0](https://www.acrrm.org.au/docs/default-source/documents/training-towards-fellowship/acrrm-ast-curric_aim_final_01-14-04-12-13.pdf?sfvrsn=0)

Prior to commencing this post, registrars must meet the following requirements:

- Satisfactory completion of the core clinical training component of ACRRM Fellowship training.
- Satisfactory completion of a minimum of one term in paediatrics or in an emergency department where children are seen.
- Prior to completing this post, registrars must meet the following requirements:
  - Advanced Paediatric Life Support (APLS) and neonatal resuscitation courses.
  - Child protection course.
  - MCCC offers training posts in Paediatrics that will fulfil the requirements of the FACRRM.

### **Eligibility**

You must be due to enter your PGY3 year or above at the commencement of the training year however in some instances applicants currently in their PGY2 year will be considered. General Registration is preferred however doctors with limited Registration are eligible to apply, if they can demonstrate the ability to obtain appropriate registration for the training term and subsequent work as a Visiting Medical Officer at a rural health service. A commitment to rural or remote medical practice is essential as well as specialist registration as a GP, or alternatively enrolment in a pathway to Fellowship.