

POSITION DESCRIPTION

Resident Medical Officer

Our CORE values
Collaboration Openness Respect Empowerment



Organisation	NSW Health
Local Health District / Agency	Northern NSW Local Health District
Position Classification	JMO Resident Medical Officer
State Award	Public Hospital Medical Officers (State) Award
Category	Medical Officers Emergency Medicine
Vaccination Category	A+
Website	www.nnswlhd.health.nsw.gov.au/

PRIMARY PURPOSE

The primary purpose of the Resident Medical Officer (RMO) in the Emergency Department is to provide clinical care, under appropriate supervision, to patients requiring emergency medical services in a complex clinical environment.

Providing experience in a critical care environment and have responsibilities and opportunities for autonomous practice commensurate with the level of experience of the incumbent.

RESPIRATOR USE

NSW Health workers may be required to use a respirator, as part of their appointment with NSW Health. Where a respirator is required for use, workers will be instructed in their safe use; including donning, doffing and fit checking. Staff may be required to complete fit testing to selected respirator/s to assess their facial fit/seal.

At all times when a health worker is required to use a respirator, the health worker must not have any facial hair present. Processes are in place to support workers that need to keep facial hair due to religious observance requirements and/ or health conditions.

ESSENTIAL CRITERIA

- MBBS or equivalent, currently registered or eligible for registration with the Medical Board of Australia in an appropriate registration category.
- International Medical Graduates see advice here
<https://www.health.nsw.gov.au/careers/Pages/medical.aspx>
- Completion of at least two postgraduate years.
- This position is subject to an appropriate supervision level which can be supported by the health agency. If the incumbent's registration conditions include supervision requirements, the level of supervision must be able to be supported by the health agency for this role.
- Sufficient clinical experience in order to undertake the key accountabilities for this role
- Valid Working with Children Check
- Cleared National Police Check
- Aged Care Check for Australian Government funded positions
- To be employed by NSW Health you are required to provide evidence of vaccination to comply with the NSW Health Occupational Assessment, Screening & Vaccination against Specified Infectious Diseases

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Policy, this includes any amendments made from time to time.

KEY ACCOUNTABILITIES

- Assist with the management of patients in the emergency department in order to provide high quality, safe, patient-centred care. This includes coordinating admissions, assisting with patient assessments, implementing treatment plans, and organising referrals, consultations, and diagnostic investigations.
- Perform procedures under instruction and supervision, to assist with patient care and contribute to learning.
- Assist with discharging patients as directed, following all relevant protocols, to ensure effective follow up and continuity of care of patients after discharge.
- Cooperate with other staff to promote timely treatment of patients presenting to the ED and reduce treatment delays.
- Communicate patient-relevant information in a timely and clear manner to patients and their families/carers and all staff involved in the patient's care, to facilitate shared decision-making, timely information transfer, and hence ensuring quality patient care. This includes escalating issues when required, and respecting confidentiality and privacy.
- Prepare and oversee accurate documentation in relation to patient care, maintaining confidentiality and privacy, to ensure timely and efficient communication of patient information, and to ensure patient records are effective and accurate for current and future use. This includes preparing treatment plans, correspondence with other treating practitioners, entry into medical records, referrals, discharge summaries, reports for coroners, death certificates and any other documentation in relation to patient care and management.
- Teach other clinical staff, to ensure an optimal learning environment, promote growth and development of others. Teaching may include running formal education sessions, providing learning experiences on the job, and giving constructive feedback and informal instruction.
- Supervise other clinical staff, to enable them to develop the competence and knowledge required for responsible practice, to ensure quality patient care and treatment, promote team building and a supportive environment, enhance the performance of those being supervised, and monitor their welfare. Supervision includes checking work is conducted to standards, providing constructive feedback, contributing to professional development, assisting to solve problems, and clinical workload management.
- Contribute to research projects to contribute to scholarly knowledge that leads to better patient outcomes and to develop skills and understanding of quality research.
- Participate in quality assurance activities to ensure that appropriate standards are maintained, gaps in meeting safety and quality standards are identified and raised, and to contribute to the continual improvement of self, colleagues, the department and the service provided by the hospital.
- Actively monitor and manage own safety and wellbeing, seeking assistance when needed.
- Create a personal training or development plan, participate in available educational experiences, and actively seek to learn and obtain feedback in order to maintain lifelong learning and continuing professional development, to understand your own skills, knowledge and capability; and therefore to experience professional growth, exercise judgement and know when to seek assistance.

KEY CHALLENGES

- Balancing professional development and hospital mandated training and education requirements with the delivery of high level medical care and services in a challenging, demanding and varying environment.
- Participating in difficult and critical conversations with colleagues, patients, families, clients and carers.
- Maintaining the efficient utilisation and allocation of physical, human and financial resources in line with facility and district performance benchmarks, budgets and financial targets.

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Resident Medical Officer

KEY RELATIONSHIPS

Who	Why
Patients/Consumers/Families/carers/guardians accompanying a patient	Communicate information regarding hospitalisation, treatment, and progress in a sensitive, timely, and clear nature as essential for optimal patient care and experience.
Consultants providing clinical supervision	Enable positive working relationships whilst under direct supervision to facilitate professional development. Participate in discussion and decisions, escalate issues, propose solutions, receive guidance, and provide regular updates regarding patients and their management. Enable supportive working connections whilst working in a challenging and complex environment, with the aim of upholding personal health and wellbeing.
Inpatient (ward) teams, including other clinical staff/streams/divisions across medical, nursing and allied health	Co-coordinate patient care and follow up as part of a multidisciplinary team and across other supporting teams that is timely, progressive and positive for each clinical care episode. Promote positive working relationships between inpatient professional groups.
JMO Unit	Liaise over administrative matters, pay issues and other matters to assist with the provision of efficient and effective clinical services. Promote positive working relationships between inpatient professional groups.
Community based health professionals and services, including General Practitioners and emergency services such as Police and Ambulance	Maintain continuity of high level health care in the transition to home and local based care.

SELECTION CRITERIA

1. Qualifications and experience commensurate with the Essential Requirements for the role
2. Demonstrated ability to work independently in a supervised environment
3. Demonstrated ability to work effectively as part of a multidisciplinary team with an understanding of the roles of the doctor and other members of the healthcare team
4. Demonstrated high level written and verbal communication skills and ability to communicate effectively and respectfully with patients, family members and others members of the health care team
5. Good organisational and time management skills and ability to manage competing priorities in a complex environment
6. Demonstrated commitment to quality improvement, patient safety and risk management
7. Evidence of continuing professional development and commitment to self-education

OTHER REQUIREMENTS

- Model the NSW Health CORE Values of Collaboration, Openness, Respect and Empowerment.
- Participate in a 24/7 roster and may be rostered to day, evening or night shifts across a seven day roster
- Move between services and geographical locations to deliver patient care

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Resident Medical Officer

- Participate in ward rounds and clinical handover, to transfer information, accountability and responsibility for a patient or group of patients, following the ISBAR protocol, National Australian Standards.
- Complete mandatory training as required by the hospital, local health district or specialty network, and NSW Health
- Attend all applicable organization-wide, hospital, department and role orientation sessions
- Abide by all conditions/provisions of employment as outlined in the relevant Award
- Conduct all required responsibilities and tasks of the role in a manner that is consistent with legislation, local and state-wide delegations, procedures, policies and manuals, which include but are not limited to the following areas:
 - NSW Health Code of Conduct
 - Performance Management and Development
 - Work, Health and Safety
 - Records Management
 - Confidentiality and Privacy
- All staff are expected to take reasonable care that their acts and omissions do not adversely affect the health and safety of others, that they comply with any reasonable instruction that is given to them and with any policies/procedures relating to health or safety in the workplace, as well as notifying any hazards/risks or incidents to their managers.
- Act as role model and promote a culture and supporting practices that reflect the organisational values through demonstrated behaviours and interactions with patients/clients/employees
- Comply with supervision requirements as set out by the Australian Health Practitioner Regulation Agency