NSWH - Assistant in Medicine

Our CORE values
Collaboration Openness Respect Empowerment

Organisation	NSW Health
Position Classification	Assistant in Medicine
State Award	Public Hospital Medical Officers (State) Award
Category	Medical Officers | Assistant in Medicine
Website	www.health.nsw.gov.au

PRIMARY PURPOSE

The purpose of the position is to provide medical care and support, as part of a multi-disciplinary team, which is consistent with the level of clinical competency and experience of the appointee. This includes the assessment and management of patients across a range of clinical areas, whilst working under the supervision of doctors in senior roles.

ESSENTIAL REQUIREMENTS

- Final year medical student in an Australian Medical Council (AMC) accredited NSW or ACT medical school

- Student registration with Australian Health Regulation Agency (AHPRA)

- Nominated by the final year medical student's university for the role

- Working With Children Check

- National Police Check

KEY ACCOUNTABILITIES

- Assist with the management of patients, in and after hours, in order to provide high quality, safe, patient-centred care. This includes undertaking admissions, assisting with patient assessments, implementation of treatment plans, participating in ward rounds, and arranging referrals, consultations, and diagnostic investigations as directed.

- Recognise the deteriorating patient, implement appropriate initial patient management and escalate

- In interacting with patients and other members of the multi-disciplinary team apply the principles of patient consent.

- Perform procedures, under instruction and supervision. In performing the procedure obtain consent for the procedure, including providing information about the procedure and reason for performing the procedure.

- Discharge patients when directed by supervising clinician, follow all relevant protocols, ensure effective follow up and continuity of care of patients after discharge.

- Prepare accurate documentation, including eMR and discharge letters, in relation to patient care, while 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 if needed.

- Communicate patient-relevant information in a timely and clear manner to everyone involved in the patient's care, to facilitate shared decision-making, transfer information in a timely fashion, and hence ensuring quality patient care. This includes escalating issues when required, and respecting confidentiality and privacy.

- Participate in quality assurance activities to actively manage and improve the safety and quality of health care for patients, ensure that appropriate standards are maintained, gaps in meeting national 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.

- Monitor own performance, actively seek feedback and participate in performance review, engage in self-directed learning and local educational sessions to address gaps in knowledge.

- Actively monitor and manage own health, safety and wellbeing, seeking assistance when needed.

KEY CHALLENGES

- Adapting to new working environments, prioritising work requests, time management and working as part of a multi-disciplinary team
- Clinical demands of assisting managing patients and managing patients and families from many different cultural and religious backgrounds
- Understanding the Australian Health System of Care

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KEY RELATIONSHIPS

Who	Why
Consultants providing clinical supervision, Head of Department	To enable positive working relationships whilst under direct supervision to facilitate professional development and learning. To enable supportive working connections whilst operating in a challenging and complex environment, with the aim of upholding personal health and wellbeing through open communication channels to seek advice on clinical, educational and personal matters.
Other clinical staff (medical, nursing, allied health) and administrative staff within the unit, in other units and in the community as relevant	For coordinating patient care as part of a multi-disciplinary team and across other teams. To co-coordinate patient care and follow up as part of a multi-disciplinary team and across other supporting teams that is timely, progressive and positive for each clinical care episode. To promote positive working relationships between inpatient professional groups, as well as support and maintain the need for a cooperative, and harmonious multidisciplinary working environment where everyone is support
Director of Assistant in Medicine	To provide support to the student and monitor performance
Patients and their families/carers	To communicate information regarding hospitalisation, treatment, and progress in a sensitive, timely, and clear nature as essential for optimal patient care and experience. To safeguard to all parties that privacy and confidentiality rights will always be respected and upheld.
Clinical Dean and other University academic staff	To provide support to the student, including monitoring their wellbeing.

SELECTION CRITERIA

1. Final year medical student in an Australian Medical Council (AMC) accredited medical school in NSW or the ACT
2. Nominated by the final year medical student's university for the role
3. Proficient clinical skills to carry out the key accountabilities for the role
4. Ability to work in a complex clinical environment including appropriate escalation
5. Ability to work effectively as part of a multidisciplinary team
6. High level communication skills, both written and verbal
7. Skills in time management, prioritisation and problem solving
8. Commitment to quality improvement and patient safety

OTHER REQUIREMENTS

- Model the NSW Health CORE Values of Collaboration, Openness, Respect and Empowerment.

- Participate in clinical handover, to transfer information, accountability and responsibility for a patient or

group of patients, following the ISBAR protocol, National Australian Standards. Clinical handover happens within and between Medical, Surgical, Emergency, Paediatric and Critical Care teams.

- 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

- 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