

## 1. General Information

<b>Position Title:</b>	Intensive Care Registrar – Junior Registrar (JR) and Senior Registrar (SR)
<b>Division/Department:</b>	Richmond – Intensive Care Unit
<b>Position Reports to:</b>	Director Intensive Care
<b>Enterprise/Individual Agreement:</b>	Individual Agreement
<b>Classification/Grade:</b>	To be confirmed
<b>Location:</b>	Richmond
<b>Employment Status:</b>	Full time Fixed term
<b>Resource Management</b> (for Management positions only)	N/A
<b>Number of Direct Reports:</b>	
<b>Budget under management:</b>	
<b>Key Relationships - internal and external</b>	Internal and External

## 2. Overview of Epworth HealthCare

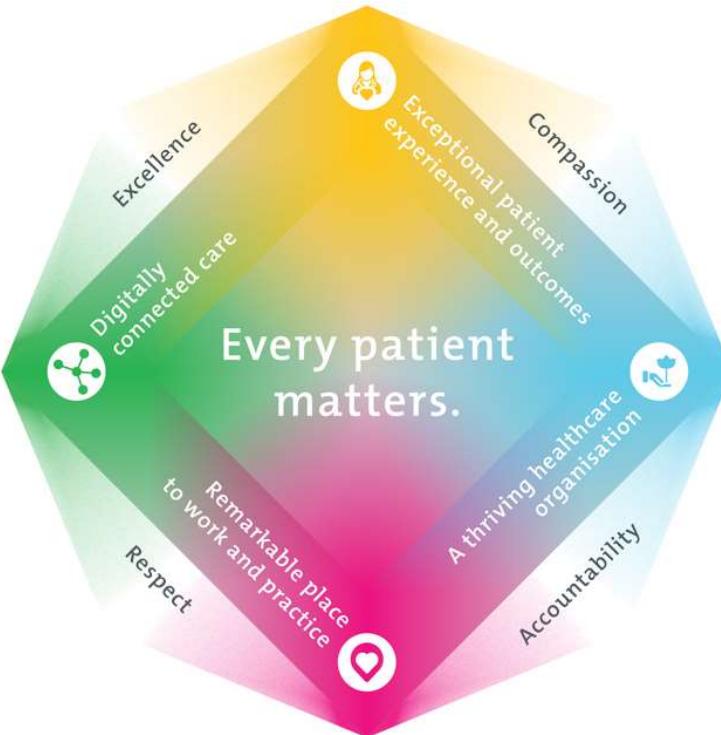
Epworth HealthCare is Victoria's largest not-for-profit private health care group, renowned for excellence in diagnosis, treatment, care and rehabilitation. Epworth is an innovator in Australia's health system, embracing the latest in evidence-based medicine to pioneer treatments and services for our patients.

Epworth's values define our approach and our delivery. We pride ourselves on communicating our values and delivering on them in a real and meaningful way. Our Values are Compassion, Accountability, Respect and Excellence. More information can be found on the [Epworth website](#).

Epworth's purpose is Every Patient Matters.

Our Vision is Delivering another 100 years of exceptional healthcare and innovation to the Victorian community.

## 3. Epworth HealthCare Strategy



All roles are linked to the Epworth strategy and are fundamental in achieving its vision and purpose.

**Exceptional patient experience and outcomes** - To empower our patients and deliver compassionate, expert and coordinated care.

**A thriving healthcare organisation** - To adapt and grow in a changing healthcare landscape by delivering a unique private not-for-profit healthcare organisation.

**Remarkable place to work and practice** - To ensure Epworth is an outstanding place to work and practice through a culture of care and investment in our people.

**Digitally connected care** - To innovate and improve the digital experience, interactions and outcomes for our patients, staff and doctors.

## 4. Purpose of the Position

The aim of the Intensive Care Unit (ICU) Registrar position is to provide a supportive learning environment for the acquisition of the skills necessary to care for the critically ill and for the Registrar to deliver exceptional medical care to the critically ill within the hospital.

Whilst the Intensive Care Registrar is primarily based in the ICU, as with the usual practice of intensive care medicine, they will also participate in the hospital's outreach services, which provide care to deteriorating and unstable ward patients.

It is always important to remember that the ICU Registrar never works in isolation. There are numerous supports available. The Intensivist on duty/on-call should be the primary contact, however, the Director of ICU, Supervisor of Training and nursing staff (especially the Liaison Nurses and Educators) are always immediately available and should be consulted should the need arise. We work in close collaboration with the Primary Physicians and Surgeons and it is expected that daily communication with them occurs.

## 5. Clinical Governance Framework

This role is required to put into practice the Clinical Governance Framework at Epworth as every employee is accountable for ensuring that our patients and community receive safe, high quality and person-centred care in every interaction with Epworth. This is achieved through active participation in the five domains of clinical governance at Epworth:

Clinical Governance Domain	Role
<b>Leadership and culture</b>	Promote and participate in a supportive, fair and transparent culture where lessons from previous outcomes are learned and patient safety and quality is a priority at all levels of the organisation.
<b>Consumer Partnerships</b>	Understand and where relevant, ensure that each patient is actively involved in their own care and treatment including families/carers wherever possible.
<b>Effective Workforce</b>	Develop and maintain one's own competency, skills and knowledge to ensure high quality service provision and care.
<b>Clinical Safety and Effectiveness</b>	Understand and where relevant, ensure, that the right care is provided to the right person at the right time, in the right place and patient outcomes are monitored and improved.
<b>Risk Management</b>	Be responsible for identifying and reporting risks, hazards and near misses for people in our care and participating in risk mitigation strategies.

## 6. Key Accountabilities

KEY RESPONSIBILITIES	MEASURES/KPIs TO BE ACHIEVED
<p><b>Clinical Care</b></p> <ul style="list-style-type: none"> <li>Attend and participate in the twice-daily ward rounds with the Intensive Care consultant, nursing and allied health staff.</li> <li>Prompt assessment of patients referred to the Intensive Care Unit from the Post Anaesthesia Care Unit (PACU), wards or the Emergency Department (SR).</li> <li>Consult with the ICU specialist regarding all requests for admission. No patient may be refused admission without prior discussion with the specialist on for the ICU.</li> <li>Ensure the management of the patient is undertaken within the unit in a multidisciplinary manner, including open communication and discussion of pertinent issues.</li> <li>Ensure all X-Rays, blood results and other relevant investigation results of patients in the Unit are available for each round.</li> <li>Attend to all urgent problems and issues that arise from ward-rounds.</li> <li>Full admission notes on all patients admitted to the Intensive Care Unit.</li> <li>Comprehensive assessment including physical examination of each patient at least once per shift.</li> <li>Full concise progress notes written each shift for all patients in the Unit.</li> <li>Review and organise all patients planned for discharge to the ward with a Discharge Summary and up-to-date drug chart.</li> <li>Direct communication with the Intensive Care specialist involved in a patient's care when any major change in a patient's medical condition occurs and at the time of admission or discharge.</li> <li>Timely liaison with VMO specialists at admission, discharge or any significant change after consultation with the Intensivist on duty.</li> <li>Medical interventions such as endotracheal intubation, insertion of</li> </ul>	<ul style="list-style-type: none"> <li>Proactive participation in management plan development.</li> <li>Understanding and delivery to ward round of all current results to assess patient's progress.</li> <li>Assessment and management of unstable patients in a ward setting or in the emergency.</li> <li>Day to day inpatient management of all patients within the Intensive Care Unit with regular updates to Consultant/referring Specialist/Liaison Nurses.</li> <li>Extensive and up-to-date completion of clinical handover paperwork and daily admission/discharge paperwork.</li> <li>Proficient and well communicated verbal handover/clinical summary to Consultants/Registrars at daily morning/evening handovers.</li> <li>Timely attendance and adept participation in MET-Code Blue calls.</li> <li>Other reasonable duties as specified from time to time by the Director of Intensive Care Unit. These include attendance and presentation at weekly educational sessions and participation in research activities within the Unit.</li> <li>Regular completion and submission of all employment/administration paperwork.</li> <li>Ensure ICU database is kept up-to-date at all times.</li> </ul>

<p>arterial lines, central venous catheters and chest drains.</p> <ul style="list-style-type: none"> <li>• Liaise and consult with patients, relatives, VMOs and Intensivists daily.</li> <li>• Data entry into the ICU database daily – COMET and ANZICS.</li> <li>• Act to promote a safe environment for patients, self and others.</li> </ul>	
<p><b>Communication</b></p>	<ul style="list-style-type: none"> <li>• Establishment of high quality communication with referring consultants.</li> <li>• Liaise and consult with patients, relatives, consultants and nursing and allied health staff.</li> <li>• Establish positive relationships with colleagues.</li> </ul>
<p><b>Quality Improvement</b></p>	<ul style="list-style-type: none"> <li>• Participate in accreditation and quality activities aimed to maintain an environment that values and promotes quality in patient care.</li> <li>• Actively participate in the unit audit processes – mortality, morbidity, CVC audit etc.</li> </ul>
<p><b>Education and Professional Development</b></p>	<ul style="list-style-type: none"> <li>• Mandatory attendance and contribution to scheduled Registrar teaching sessions.</li> <li>• Certificate in Clinician Performed Ultrasound (CCPU) echocardiography training</li> <li>• CICM Primary and Secondary Fellowship exam preparation</li> </ul>
<p><b>Customer Service</b></p> <p>Epworth is committed to the provision of excellent customer service to all of our people, customers and stakeholders including patients and external suppliers.</p> <p>Superior patient service leads to improved healing in a trusting, caring environment and creates a safe environment for patients and employees.</p> <ul style="list-style-type: none"> <li>• Provide excellent, helpful service to patients, visitors and staff</li> <li>• Communicate with clear and unambiguous language in all interactions, tailored to the audience</li> <li>• Build customer relationships and greet customers and patients promptly and courteously</li> </ul>	<ul style="list-style-type: none"> <li>• Patient and customer service satisfaction surveys within agreed targets</li> <li>• Use AIDET principles in all interactions</li> <li>• Issues are escalated to the manager and resolved in a timely manner</li> </ul>

<ul style="list-style-type: none"> <li>Actively seek to understand patients' and their family's (customers) expectations and issues</li> </ul>	
<p><b>Safety and Wellbeing</b></p> <p>Participate actively and positively in the area of health and safety to reduce all hazards and incidents within the workplace</p> <ul style="list-style-type: none"> <li>Report all hazards, incidents, injuries and near misses immediately to your manager and log them in RiskMan</li> </ul>	<ul style="list-style-type: none"> <li>Adhere to infection control/personal hygiene precautions</li> <li>Implement and adhere to Epworth OHS policies, protocols and safe work procedures</li> <li>Mandatory training completed at agreed frequency</li> </ul>

## 7. Position Requirements/Key Selection Criteria

COMPONENT	
Qualifications	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>At least three (3) years post basic medical training</li> <li>SR – Desirable: <ul style="list-style-type: none"> <li>Post CICM primary examination</li> <li>Cardiothoracic surgical experience</li> <li>Airway experience (3+ months anaesthetics or equivalent)</li> <li>Central Line insertion competence</li> </ul> </li> <li>JR – Desirable: <ul style="list-style-type: none"> <li>Previous work experience in critical care.</li> <li>Registration with AHPRA</li> </ul> </li> </ul>
Previous Experience	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>Demonstrated commitment to high quality patient care</li> <li>Demonstrated ability to communicate with patients , relatives, and all levels of medical and nursing staff</li> <li>Demonstrated ability to participate in a complex care team environment</li> </ul>

# Position Description



Required Knowledge & Skills	<b>Essential</b> <ul style="list-style-type: none"><li>• Commitment to formal training in the specialty of intensive care</li><li>• Commitment to gain clinical experience in intensive care</li><li>• Commitment toward acquisition of personal knowledge and continuing education in intensive care</li><li>• Advanced computer skills</li><li>• Effective communication skills with all principle medical staff involved in the care of a patient</li><li>• High standard of documentation admission, progress and discharge notes should be recorded, as should key events such as critical incidents, procedures, family meetings and consultations</li><li>• Thorough knowledge of admission/discharge procedures, paperwork and data required.</li></ul>
Personal Attributes & Values  All employees are expected to consistently work in accordance with Epworth's values and behaviours  • Compassion • Accountability • Respect • Excellence	<b>Essential</b> <ul style="list-style-type: none"><li>• Ability to work in a team</li><li>• Well-developed or the ability to learn appropriate clinical skills for the care of the critically ill</li><li>• Committed to ongoing professional development and learning</li><li>• Prepared to make a commitment to Epworth's Values and Behaviours statement</li><li>• Knowledge of health and safety issues that relate to medical practice</li><li>• Effective communication, leadership and interpersonal skills</li><li>• Ability to work unsupervised and to prioritise</li><li>• Ability to adapt and foster technology utilisation to improve care delivery and outcomes</li></ul>

## Document Control

Date Developed:	Date Last Reviewed:	Developed and Reviewed By (Position Title):
	April 2025	Joanna Simpson

## 8. Employee Position Declaration

I have read and understand the requirements and expectations of the above Position Description. I agree that I have the physical ability to fulfil the inherent physical requirements of the position, and accept my role in fulfilling the Key Accountabilities. I understand that the information and statements in this position description are intended to reflect a general overview of the responsibilities and are not to be interpreted as being all-inclusive.

Employee Signature:

Print Name:

Date: