

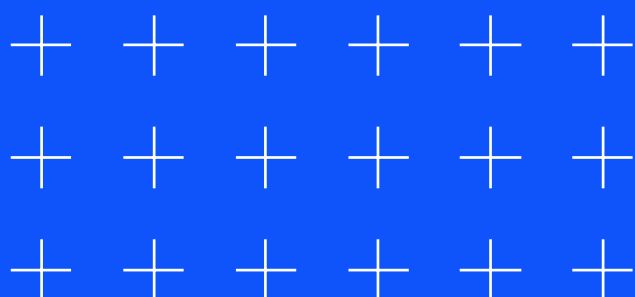


**The Royal
Melbourne
Hospital**

**Advancing
health
for everyone,
everyday.**

Could this be you?

**Join The Royal
Melbourne
Hospital Team**



Position Description

Rheumatology Registrar

Our reputation for caring for all Melburnians is as essential to who we are as any scientific breakthrough we make. We're here when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing.

Advancing health for everyone, every day.

True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

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The Rheumatology Registrar is an advanced trainee of the Royal Australasian College of Physicians, who is responsible for the management of patients under the care of the Department of Rheumatology. The registrar works under the supervision of Consultants within the Department and other senior medical staff of the hospital. The Registrar is expected to participate in clinical practice, teaching, research and clinical governance activities in accordance with Department objectives and the RACP advanced training program for Rheumatology.

The Rheumatology Department at Melbourne Health is one of the major rheumatology services in Australia, acting as a tertiary referral centre for North-Western Melbourne and rural Victoria. The Department deals with the care of complex patients with multi-organ inflammatory and autoimmune disease, as well as more common musculoskeletal diseases. The Department provided outpatient and inpatient care as well as an inpatient consult service at RMH and precinct partners. The Department has active teaching, training and clinical research programs.

- Take reasonable care for your safety and wellbeing and that of others.
- Work in your scope of practice and seek help where required.
- Work in partnership with consumers, patients and where applicable carers and families.
- Work collaboratively with colleagues across all RMH teams.
- Continue to learn through mandatory training and other learning activities.
- Seek feedback on your work including participation in annual performance discussion.
- Speak up for safety, our values and wellbeing.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Respect that the RMH is a smoke-free environment.
- Contribute to organisation-wide and service/division initiatives and planning activities.
- Ensure training needs of direct reports are identified and undertaken.
- Ensure risk management activities are completed, effective controls are in place and incidents are recorded, investigated and corrective actions implemented as far as is reasonably practical.
- Create a psychologically safe work environment where everyone feels safe to speak up. Monitor and achieve relevant KPIs and targets and operate within their allocated budget.

- Care for Rheumatology inpatients and outpatients, under the supervision and guidance of the Rheumatology SMS. Review of referrals in a timely manner, providing interim advice as appropriate, and then arrange for the patient to be seen by the Consultant during the next ward round, or earlier if required. Compliance with all training accreditation and documentation requirements, including undertaking a research project and compiling required logbooks.
- Engagement with continuing educational activities of the Department, including a key role in our weekly Unit meetings, attendance at other forums within the hospital (eg Grand Rounds) and assistance with undergraduate and post graduate teaching.
- The Registrars provide day to day supervision of junior medical staff in the Unit. Good working relationships are essential and this provides an opportunity to gain further supervisory and teaching experience.
- Working closely with the Rheumatology Nurse and Secretary as part of the team.
- Contribute to the after hours on call and weekend rheumatology roster

- The Registrar will be the first point of contact for inpatient referrals to the Department of Rheumatology.
- The Registrar will also communicate with external providers where required to facilitate care for conditions relevant to the Department.

- Rheumatology weekly meetings: the Registrar is expected to attend and present regularly.
- Radiology, anatomical pathology meetings and other MDMs as directed.
- The registrar is encouraged to attend the Australian Rheumatology Association (ARA) annual scientific meeting during advanced clinical training.

- The Registrar is expected to undertake the advanced training program of the RACP including setting learning objectives, clinical examination and case-based discussion requirements and meeting with supervisors.

- ## Clinical Research

- ## Teaching

- ### Other Duties

- ## KEY RELATIONSHIPS

External

- Director of Rheumatology
- Australian Rheumatology Association
- Other members of Rheumatology Department including SMS, rheumatology nurse and admin
- Royal Australasian College of Physicians
- Rheumatology Advanced trainees, SMR and BPT1
- Ward and outpatient staff

Formal Qualifications:

- General registration with the Medical Board of Australia (AHPRA)
- Appropriate tertiary health qualifications MBBS or equivalent

- Commitment to live the Melbourne Way - putting people first, leading with kindness and achieving excellence together.
- Have successfully passed FRACP written and clinical examination
- Clinical experience in rheumatology

Your performance will be measured through your successful:

- Demonstration of RMH values
- Achievement of portfolio specific KPI targets
- Participation in and satisfactory feedback through the annual performance review process
- Ability to maintain a safe working environment and ensure compliance with legislative requirements

- Aim to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors.
- Speak up for patient, consumer, colleague and visitor safety, escalating issues if required.
- Deliver Safe, Timely, Equitable, Person-centred Care (STEP) in line with our clinical governance framework.
- Work in accordance with relevant policies, procedures, standards and legislation including those related to clinical or competency requirements, risk management, discrimination, equal opportunity and health safety and wellbeing.

OUR COMMITMENT:

- **Equity, Inclusion, Belonging and Safety**

- As a leader in healthcare, we recognise the need to foster a culture of equity, inclusion, and belonging — safe spaces where every individual is empowered to be their authentic self, contributing meaningfully to the collective well-being of our community.

- **First Nations Commitment**

- We acknowledge and pay our respects to the Traditional Owners of the lands on which we work and stand in solidarity with Aboriginal and Torres Strait Islander peoples. We are committed to creating a culturally safe environment that honours First Nations voices, knowledge, and self-determination through inclusive governance, respectful policies, and a steadfast commitment to anti-racism. The Royal Melbourne aspires to lead by example in addressing the injustices of colonisation and its ongoing impacts.

- **Child Safe Standards**

- RMH is a child safe organisation. We are dedicated to fostering an environment that respects and upholds the rights of children and young people, in line with the Child Safe Standards. We actively embed these standards in our culture, policies, and practices, ensuring that the safety and wellbeing of children and young people is a central priority.

- **Equal Opportunity and Accessibility**

- We are proud to be an equal opportunity employer that champions diversity in all its forms. We value the strengths and perspectives that come from people of all backgrounds, identities, abilities, and lived experiences. We encourage applicants from all communities, and we will provide reasonable adjustments to support equitable participation.

- **Thriving Together**

- Together, we are committed to fostering an environment where everyone feels respected, safe, and empowered to thrive.

ACCEPTANCE

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please print)

Date _____