

Position Description

Position Title:	Registrar in Clinical Toxicology			
Reports to:	Director Victorian Poisons Information Centre / Austin Toxicology Service			
Award / Agreement / Contract:	AMA (Victoria) Doctors in Training Agreement 2013			
Classification: <i>eg. RN Div 1, Occupational Therapist Gr2, etc.</i>	As per Award			
Hours per week:	43			
Employment Status: <i>e.g. permanent, fixed term, maternity leave cover, etc.</i>	Fixed term, full time 6-month position			
Reports:	EFT:	NIL	Direct Reports:	NIL
Financial Management:	Budget:	NIL		

Position Purpose

The position of registrar in clinical toxicology is a specialist fixed term 6-month position accredited for advance special skills term training with ACEM. The registrar in clinical toxicology is responsible for providing care for acutely poisoned patients presenting to the Austin Hospital, managing inpatients and providing telephone consultation advice in conjunction with the Victorian Poisons Information Centre (VPIC). The position is supervised by consultants in clinical toxicology.

About Austin Health

Austin Health is one of Victoria's largest health care providers. Comprising the Austin Hospital, Heidelberg Repatriation Hospital, Royal Talbot Rehabilitation Hospital, Hospital in the Home and community based health services, Austin Health is an internationally recognised leader in clinical teaching, training and research, with numerous university and research institute affiliations.

Austin Health employs in excess of 8,000 staff across its sites; including over 1,000 doctors and 3,000 nurses, and delivers a full range of leading edge clinical services, including several state-wide services (liver transplant, spinal cord injury service, respiratory support service, child inpatient mental health service). In total, Austin Health provides over 900 beds, including mental health, aged care and rehabilitation beds and a range of community and in the home services. The current annual operating budget is in excess of \$900 million

Austin Health delivers vital state-wide services to all Victorians, including to diverse multicultural and veteran communities. It also provides community and specialty services to the people of Melbourne's north-eastern corridor in a safety-focused, team-oriented and stimulating work environment.

Austin Health's current vision is to change healthcare for the better through world class research, education and exceptional patient care. In early 2018, we are finalising our new Strategic Plan 2017-2022 with progressive priorities for the future including a refresh of our vision, values and brand to ensure we are best positioned to deliver contemporary, innovative and patient focussed care.

Austin Health is an equal opportunity employer and is committed to attracting and retaining a diverse workforce that reflects the community we serve. Austin Health is committed to providing an inclusive culture where all employees can contribute to the best of their ability and strive to develop further.

Find out more at <http://www.austin.org.au/>

Local Work Environment

The toxicology service at the Austin Hospital is comprised of the Victorian Poisons Information Centre (VPIC) and the Austin Toxicology Service (ATS), which work in close collaboration. VPIC provides specialist poisons information to health service providers and members of the public throughout Victoria. The VPIC works closely with Poison Information Centres (PICs)

throughout Australia and New Zealand, and participates in an overnight roster, providing national on-call services. Nationally credentialed clinical toxicologists based at the Austin Hospital and Monash Health Hospitals provide medical support.

The ATS is comprised of clinicians from the Emergency Department within the Austin Hospital. All of these clinicians have an active interest in clinical toxicology and significant experience in providing care for acutely poisoned patients. They provide an on-call service for poisoned patients presenting to the Austin ED or transferred to the Austin Hospital for specialist toxicology and critical care services. ATS clinicians also provide outpatient services for patients with chronic and occupational-related poisonings.

The Victorian Poisons Information Centre (VPIC) commenced operation in 1962. It was located at the Royal Children's Hospital (RCH), Melbourne from 1976 to 2008. In August 2008, the centre relocated to the Emergency Department at the Austin Hospital, to integrate with the Austin Toxicology Service (ATS).

VPIC provides members of the Victorian public with information about:

- First aid in the event of poisoning, suspected poisoning, bites and stings, mistakes with medicines etc
- The need for medical assessment
- Prevention of poisoning
- Referral to other information sources.

VPIC provides health professionals with information about:

- the ingredients in products involved in poisoning or exposure
- Assessment of the severity of a poisoning or exposure
- Potential toxic effects from a poisoning or exposure
- Treatment and management advice.

VPIC is one of four Poisons Information Centres within Australia. It operates Monday to Friday (0800 to 2130 hours), and Saturday and Sunday (0800 to 2100 hours). Outside these times, calls are diverted to the New South Wales Poisons Information Centre, which operates on a 24-hour basis. VPIC works some overnight shifts (12 midnight to 0600 hours), to assist the other Poisons Information Centres in taking calls from across Australia.

VPIC also has access to a range of other consultants (clinical pharmacologists, mycologists, botanists and toxinologists), who can provide specialist advice if needed.

Position Objective

The main aim of the rotation is to provide the trainee with specialised knowledge and skills to enable them to manage poisoned patients. Trainees will gain knowledge and skills in three main areas.

1. Clinical knowledge / examination skills: To attain knowledge and skills enabling independent management of common ED poisoning presentations. To successfully pass the toxicology section of the ACEM part II examination. Knowledge acquisition will be facilitated through:
 - One-to-one bedside teaching with senior members of the clinical toxicology/ pharmacology teams.
 - A dedicated weekly 30-60 minute teaching session with one of the senior members of the clinical toxicology team. These sessions aim to cover (at a minimum) all of the designated expert topics within the ACEM part II curriculum.
 - VPIC case referrals, call reviews and discussion.
 - VPIC/ATS Clinical Governance and educational meetings.
 - Toxicology Forums.
 - Presentation of a topic or case report at one of the toxicology forums.
 - Self-directed learning.
2. Research / Publication: It is expected that the Toxicology Registrar will publish one scientific abstract or paper related to clinical toxicology during the 6-month term. Amongst other resources, registrars have access to collated information within the clinical toxicology database to facilitate this aim. This publication / presentation may fulfil the requirement for the ACEM college 4.10 regulation.
3. Administration: Gain a working knowledge of the concepts underlying clinical governance and quality assurance in regards to the services provided by VPIC and ATS.

It is expected that after completion of the rotation the trainee will possess sufficient knowledge to pass the toxicology section of the part II FACEM examination.

Position Accountabilities

Role Specific

The toxicology registrar manages admitted toxicology inpatients, is on-call during business hours for clinical advice routed through the VPIC, and may receive referrals for advice on the management of poisoned or potentially poisoned patients from other units within the Austin Hospital.

The normal hours of work are 0800 – 1600. There is an on-call component of one evening per week and every second weekend, which includes a morning ward round of admitted patients.

Consultant toxicologists in addition to a fellow in clinical toxicology are available for advice at any time, and generally rotate through a week of “on-call”.

Daily duties include:

1. Managing poisoned patients within the Austin Emergency Department and those admitted to the wards or intensive care unit.
2. Following up poisoned patients referred to the VPIC from other hospitals within Victoria.
3. Responding to new referrals from the VPIC.
4. Discussing inpatient / ED / VPIC referrals with the on-call clinical toxicology consultant or fellow.
5. Entering Austin toxicology patients into an electronic database.

Other duties include:

1. Attend and actively participate in weekly toxicology case review and journal club meetings.
2. Actively participate in VPIC and Austin Toxicology Service research activities.
3. Contribute to the biannual Clinical Toxicology Forums, eg case presentation, topic review.

All Employees

- Comply with Austin Health policies and procedures, as amended from time to time, which can be located on the intranet (The Hub): <http://eppic/>
- Participate in Austin Health’s annual Performance Review and Development (PRD) program as required.
- Engage in processes to monitor service delivery and participate in improvement activities.
- Undertake not to reveal to any person or entity any confidential information relating to patients, employees, policies, and processes and not make public statements relating to the affairs of Austin Health without prior authority of the Chief Executive Officer.
- Report incidents or near misses that have or could have impact on safety and participate in the identification and prevention of risks.
- Participate in the emergency incident response activities as directed.

Key Selection Criteria

Essential for Performance in the Position

- A commitment to Austin Health values..
- Registered medical practitioner in Victoria.
- Registered as a trainee with the ACEM.
- Possesses sound interpersonal and communication skills and the ability to work co-operatively with others.
- Commitment to ongoing personal and professional development, including credentialing with respect to the maintenance of professional standards.

Desirable but not essential for Performance in the Position

- A sound understanding of information technology including clinical systems and applications relevant to the management of rostering and risk management reporting or as required for the role and/or department.

Other Relevant Information

Pre-Existing Injury

Prior to any person being appointed to this position it will be required that they disclose full details of any pre-existing injuries or disease that might be affected by employment in this position.

Immunisation

Maintain appropriate levels of immunisation in accordance with Austin Health's Workforce Immunisation/Screening Policies, in the interests of yourself, all Austin Health staff, patients and visitors.

Austin Health Values

The Austin Health values play a critical role in shaping how we operate as an organisation. They influence our performance, planning, recruitment, training and development, along with our relationships with colleagues, patients and their relatives and friends. The Austin Health values set the standard that we expect all staff to live up to in the way they undertake their role and responsibilities across the organisation, our values:

Our actions show we care	We are inclusive and considerate. We appreciate one another, always listening and interacting with compassion.
We bring our best	We are guided by the needs of our patients, bringing commitment, integrity and energy to everything we do. We are passionate about delivering excellence.
Together we achieve	Our culture of collaboration means we work openly with our people, our community and beyond to achieve great outcomes.
We shape the future	Through research, education and learning we innovate, exploring new opportunities that will change health care for the better.

Austin Health is a Bully Free and Smoke Free Employer

Austin Health is committed to providing employees with a healthy, smoke free work environment where bullying and harassment does not occur. Consistent with this and Austin Health's corporate values of integrity, accountability, respect and excellence, Austin Health will not tolerate employees:

- Behaving in a bullying or harassing manner in the workplace; or
- Smoking on Austin Health premises or in Austin Health vehicles.

Document Review Details

Review date of Position Description:	
Manager Signature:	
<i>I, _____ (employee name), have read, understood and accept the content in this position description.</i>	
Employee Signature:	