Position Description

Position Details:

Title: Clinical Research Fellow – Radiation Oncology

Department: Radiation Oncology Department

Date: July 2019

Purpose of Position:

1. To provide research and clinical experience in the area of radiation oncology

Background:

The Cancer and Blood Service at Auckland City Hospital is a well-established, internationally recognised cancer centre dedicated to being a leader in health care delivery, research and education. As a team we strive to increase research opportunities across all aspects of patient care. Together with the University of Auckland, Auckland City Hospital is recognised for its academia and is the largest teaching hospital in New Zealand.

The Radiation Oncology Unit delivers care to patients with a wide variety of malignancies, with an emphasis on evidence-based medicine and the importance of multi-disciplinary teams. We serve a patient population of close to 2 million people, with over 3000 new patient appointments each year making us one of the largest radiation oncology units in Australasia. Increasing research opportunities is an integral part of practice and reflects the teams aim to provide the best care possible. Research is supported by the Auckland Academic Health Alliance (a formal partnership between Auckland DHB and the University of Auckland Faculty of Medical and Health Sciences) and contestable funding. The department operates a tumour stream model of care and the fellowship will be focused in a particular tumour type.

A clinical fellow based with our team will gain exposure to trials, new radiation treatment innovations and technology development within Auckland Hospital. The role has a key responsibility for co-ordinating the management of radiation oncology patients eligible for, or enrolled on clinical trials within the Oncology Unit of Auckland City Hospital. This includes overseeing trial patients, their treatments and protocol specified reviews. Development of individual research projects during the placement will be expected. It is expected that the successful candidate will participate in the departmental educational program, journal clubs, regional tumour-specific multidisciplinary meetings and radiation treatment chart rounds. There will be opportunity to attend local and international conferences.

We are seeking and an exceptional individual to join the team in as a dedicated Clinical Research Fellow in radiation oncology.
Key Accountabilities:

ACCOUNTABILITY 1

Role Defining Accountabilities

a) Research
1. To conduct clinical research with the support of the Radiation Oncology Teams.
2. To take on Co-Investigator ICH GCP responsibilities for the completion of clinical trials.
3. To assist the Principal Investigators in the completion radiation oncology trials.
4. To provide clinician support to the designated Research Nurses and Clinical Research Co-ordinators delivering Clinical Trials.
5. To participate in established clinical trials and outcomes-based research drawing from local and national databases.
6. To develop new research initiatives including study design and protocol development, preparation and submission to Ethics boards/regulatory bodies as required, and completion of grant applications for competitive funding opportunities

b) Clinical duties
1. To participate in Radiation Oncology Clinics.
2. To provide supervision, teaching and support to Medical Oncology Registrars, House Surgeons and Nursing Staff.

ACCOUNTABILITY 2

Communication, support & education

1. Participate in the New Zealand Special Interest Group and the Auckland Cancer Study group to discuss local practices and research proposals in a multidisciplinary network.
2. To provide ongoing reporting of clinical trial results to supervisors and across the Cancer and Blood Directorate.
3. To support PIs and RNs directly with clear and well documented communications for the delivery of clinical trials in accordance with the approved protocols.
4. To contribute to journal clubs and other education sessions, including to nursing staff and junior doctors.
5. Contribute to local preparation of manuscripts and educational material as it relates to local research activities.

ACCOUNTABILITY 3

Safety and Quality Standards

1. Ensure all data generated, documented is in compliance with ICH GCP and the applicable regulatory requirements.
2. Ensure adherence to Safety and Quality standards and adherence with Auckland DHB policies.
3. To assist with the development of department Standard Operating Procedures (SOP’s) and initiating new SOP’s where appropriate which will further reflect in quality service delivery.

ACCOUNTABILITY 4
Professional Development and competency

1. Practice in accordance with the best legal, ethical and professional standards.
2. Maintain clinical expertise and knowledge in oncology to ensure excellence in patient care and research.
3. To attend Australasian and/or International meetings when required presenting research if funding available.
4. To maintain and extend computer skills.

ACCOUNTABILITY 5

Multi-cultural

1. To provide care with an understanding and empathy for multi-cultural health care practices and needs.
2. To conduct trials with an understanding of the significance of the Treaty of Waitangi and in accordance with the Guidelines for Researchers on Health Research involving Maori.

ACCOUNTABILITY 6.

Clinics

1. To participate in outpatient clinics or inpatient care in Radiation Oncology as required.
2. To discuss all patients with lead SMOs across Cancer and Blood ensuring continuity of care
3. Provide clinic cover for other clinicians if required
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<thead>
<tr>
<th>Authorities: (as per delegated authority policy)</th>
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<tbody>
<tr>
<td>Nil</td>
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<tr>
<th>Direct Reports (if applicable):</th>
<th>Budget Accountability (if applicable):</th>
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<tr>
<td>Nil</td>
<td>To work within trial budget allocations</td>
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<tr>
<th>Relationships:</th>
<th>Committees/Groups</th>
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<tbody>
<tr>
<td><strong>External</strong></td>
<td><strong>Internal</strong></td>
</tr>
<tr>
<td>➢ Patients and family</td>
<td>➢ C&amp;B directorate Staff</td>
</tr>
<tr>
<td>➢ General Practitioners</td>
<td>➢ Lab Personnel</td>
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<td>➢ Specialist Practitioners</td>
<td>➢ Pharmacy Personnel</td>
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<td>➢ Other DHB staff</td>
<td>➢ Imaging Personnel</td>
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<tr>
<td><strong>Internal</strong></td>
<td><strong>Committees/Groups</strong></td>
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<tr>
<td>➢ C&amp;B directorate Staff</td>
<td>➢ Relevant Organisational Committees Professional groups</td>
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<tr>
<td>➢ Lab Personnel</td>
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<td>➢ Pharmacy Personnel</td>
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<td>➢ Other DHB staff</td>
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# PERSON SPECIFICATION

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<tr>
<th>Education/Achievements</th>
<th>Essential</th>
<th>Desirable</th>
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<td>Tertiary education as a health professional</td>
<td>MBChB or equivalent FRANZCR or equivalent</td>
<td>Newly obtained FRANZCR or equivalent</td>
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<tr>
<td>Work experience</td>
<td>A minimum of five years as a training registrar in Radiation oncology</td>
<td>Completion of requirements for FRANZCR or equivalent</td>
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<td>Availability</td>
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<td>Able to work additional hours if required to meet deadlines</td>
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## Competency Description

<table>
<thead>
<tr>
<th>Competency</th>
<th>Description</th>
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<tbody>
<tr>
<td>1 Clinical Trial Process and Procedures</td>
<td>Able to demonstrate a good understanding of the processes required in co-ordinating and conducting clinical trials</td>
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<td>2 Communication</td>
<td>Excellent written and oral communication skills.</td>
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<td>3 Self Motivation</td>
<td>Self-Motivated, innovative and target driven.</td>
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<td>4 Patient Focus</td>
<td>Develops positive working relationships with patients and identifies and seeks to meet their needs. Treats patients as first priority.</td>
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<tr>
<td>5 Organising</td>
<td>Establishes a plan of action and achieves priority goals. Manages workload/flow, recognises barriers and takes into account changing priorities.</td>
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<td>6 Teamwork</td>
<td>Collaborates with fellow team members and other work groups to achieve the good of the whole. Actively contributes to and accepts consensus decisions. Seeks out opportunities to support others in achieving goals. Recognises and respects individual differences.</td>
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<td>7 Learning</td>
<td>Constantly strives to build knowledge and skills, acknowledges and learns from mistakes and improves outcomes.</td>
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WORKING FOR ADHB – EXPECTATIONS OF EMPLOYEES

CITIZENSHIP
All employees are expected to contribute to the innovation and improvement of Auckland District Health Board as an organisation. This means:

- Using resources responsibly
- Models ADHB values in all interactions
- Maintaining standards of ethical behaviour and practice
- Meeting ADHB’s performance standards
- Participating in organisation development and performance improvement initiatives
- Helping to develop and maintain Maori capability in ADHB, including developing our understanding of the Treaty of Waitangi and ways in which it applies in our work
- Raising and addressing issues of concern promptly

THE EMPLOYER AND EMPLOYEE RELATIONSHIP
We have a shared responsibility for maintaining good employer/employee relationships. This means:

- Acting to ensure a safe and healthy working environment at all times
- Focusing our best efforts on achieving ADHB’s objectives

A performance agreement will be reached between the employee and their direct manager and/or professional leader containing specific expectations.

CONSUMER/CUSTOMER/STAKEHOLDER COMMITMENT
All employees are responsible for striving to continuously improve service quality and performance. This means:

- Taking the initiative to meet the needs of the consumer/customer/stakeholder
- Addressing our obligations under the Treaty of Waitangi
- Involving the consumer/customer/stakeholder in defining expectations around the nature of the services to be delivered and the timeframe
- Keeping the consumer/stakeholder informed of progress
- Following through on actions and queries
- Following up with the consumer/customer/stakeholder on their satisfaction with the services

PROFESSIONAL DEVELOPMENT
As the business of ADHB develops, the responsibilities and functions of positions may change. All staff are expected to contribute and adapt to change by:

- Undertaking professional development
- Applying skills to a number of long and short term projects across different parts of the organisation
- Undertaking such development opportunities as ADHB may reasonably require