Position Details:
Title: Medical Simulation Fellow          Department: Adult and Emergency Anaesthesia
Reports to: Clinical Director          Location: Auckland City Hospital
Authorised by: Dr Vanessa Beavis, Director of Anaesthesia          Date: February 2016

Purpose of Position:
1. To acquire skills in simulation use for teaching and research at the Simulation Centre for Patient Safety, University of Auckland
2. To provide clinical care to patients under the Department of Anaesthesia.
3. To participate in the on-call anaesthesia roster

Key Accountabilities:

ACCOUNTABILITY 1
Role Defining Accountabilities: simulation-based teaching and research

To develop the skills required to teach independently utilising a range of simulation techniques, as assessed by Dr Jane Torrie, Director of Simulation-Based Training at SCPS.

In particular
1. Undertake personal self-directed study as appropriate to support teaching and research activities.
2. Assist with SCPS activities at levels of involvement matching a developing skillset
3. Attend a formal instructor course in simulation techniques, and other relevant educational activities as commitments permit
4. Complete or made substantial progress towards full certification as a resuscitation trainer with the NZ Resuscitation Council
5. Maintain a detailed logbook of relevant teaching and research activities during the year
6. Assist with research studies at SCPS.

ACCOUNTABILITY 2
Communication, support & education

1. To report progress in acquisition of expected skills regularly to Dr Torrie.

ACCOUNTABILITY 3
Clinical Duties

In accordance with appropriate Australian and New Zealand College of Anaesthetists Guidelines including:
- Policy document E3 ‘Supervision of Clinical Experience for Trainees in Anaesthesia’.
Policy document E13 ‘Guidelines for the Provisional Fellowship Year’.

1. Carry out preoperative assessment and continuing management of patients, both pre and postoperatively in in-patient, out-patient and high dependency ward settings.
2. Participate in on-call anaesthetic and perioperative services, as outlined below.
3. Participate in supervision and teaching of other trainees provided that the clinical situation is appropriate and supervision of the fellow is appropriate.

ACCOUNTABILITY 4

Professional Development and competency

1. Practice in accordance with the best legal, ethical and professional standard
2. Maintain clinical expertise and knowledge in anaesthesia to ensure excellence in patient care and research.
3. To attend both local and international meetings when required.
4. To maintain and extend research skills including attending courses in education and simulation techniques
5. Compulsory Presentation of Audit or Research work done during the year at the Annual Auckland Trainee/Registrars’ Meeting.

ACCOUNTABILITY 5

Multi-cultural

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

PERSON SPECIFICATION

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<tr>
<th>Qualifications</th>
<th>Essential</th>
<th>Desired</th>
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<tbody>
<tr>
<td>1. Annual practising Certificate.</td>
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<td>2. Anaesthetist at pre or immediate post-specialist registration level</td>
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<td>3. Registration with MCNZ as a Medical Practitioner</td>
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<th>Personal attributes</th>
<th>Essential</th>
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<td>1. Conscientious and responsible doctor.</td>
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<td>2. Able to judge the need for consultation and supervision,</td>
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<td>3. Able to work alone.</td>
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<td>4. Open to bicultural concepts.</td>
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<td>5. Willing to take on consultant type responsibilities and workload.</td>
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<th>Personal circumstances</th>
<th>Essential</th>
<th>Desired</th>
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<td>1. Able to work hours as required.</td>
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<td>2. Able to offer commitment for 12 months.</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