Health New Zealand
Te Whatu Ora

Run Description | Te whakaturanga ō mahi
Health New Zealand | Te Whatu Ora

Position	House Officer/Senior House Officer
Department	All departments
Place of work	Nelson Hospital
Responsible to	Service Manager Emergency, Orthopaedics & RMO Services
Clinically responsible to	Clinical Supervisor
Functional relationships	Healthcare consumers Hospital and community based healthcare workers RMO Unit
Run recognition	The run is designed to both provide medical graduates to assist in providing health services, and to provide medical graduates with clinically based training that is recognised for registration.
Run period	3 or 6 months
Children's Worker role	Yes

Better Health, Better Care, Every Day.

Health New Zealand | Te Whatu Ora is committed to providing high-quality healthcare for all New Zealanders. We are focused on improving access to care, delivering better health outcomes, achieving national health targets, and ensuring the long-term sustainability of our health system.

We know that great healthcare starts with great people. That's why we are committed to building a high-performing, inclusive workplace where our people are supported to grow, contribute, and make a real difference for patients, whānau, and communities across Aotearoa.

Section 1: House Officer's responsibilities

Area	*Responsibilities*
General	Assess and admit all acute admissions; take a history, perform a physical examination and formulate a management plan including a discharge plan. Discuss with relevant Consultant. Admit arranged admissions for theatre and arrange necessary tests. Some patients attending pre-admissions will require a medical assessment. Implement treatment of patients under Consultant supervision. Assess assigned patients on daily basis as a minimum (with or without Consultant as appropriate) and discuss ongoing management with Consultant. Attend operating theatre lists with Consultants as appropriate according to run being covered. Perform necessary clinical procedures – under supervision of Consultant as required. Attend outpatient clinics as other duties allow. Participate in the preparation and discussion of clinical cases during a monthly surgical audit. To relieve colleagues on leave, alternative clinical responsibilities will be assigned, or other on-duty House Officers are to be assisted as workload permits. To be rostered at short notice to cover colleagues absent on Sick Leave, Bereavement Leave etc. Contribute to the training of interns, medical students and other health professionals. Other duties as negotiated with your manager.
Administration	Maintain patient clinical records at least daily, more frequently if required. Each patient contact must be documented. Write death certificates and other records such as ACC certificates. In conjunction with the Consultant, provide written reports for the Police/Legal Representatives. Present a case of interest at the Tuesday Clinical meeting (one per run). Every entry in the clinical record must have a time and date and be signed legibly with designation.

Section 2: Training and Education

A schedule of tutorials and departmental meetings is available. All House Officers are expected to attend unless unable to because of emergency duties, House Officers are expected to present topics and case presentations.

Tuesday	1230 – 1330	District Wide Grand Round
Wednesday	1200 - 1245	1st session Wairau/Nelson joint House Officer Teaching
	1245 – 1330	2nd session Wairau/Nelson joint House Officer Teaching
Thursday	1200 – 1300	Wairau/Nelson joint House Officer Teaching

Library facilities are available to assist in improving understanding and care of patients' clinical problems

See Teaching Programme document in RMO Resources Folder for details of other junior doctor education opportunities.

Section 3: Roster

All House Officers will take part in the roster (unless negotiated for flexible working hours) which includes long days, weekends and nights. No first year House Officer will be expected to work night shift in the first six months of their employment by Health NZ (Nelson Marlborough).

If a House Officer does not work a weekend then the rostered days off are transferred to the RMO who did.

Hours of work – Wairau and Nelson House Officers	
Ordinary Hours	Monday to Friday 0800 to 1600
Long Day	1600 to 2200

Section 4: Cover

Cover for leave will be provided by relievers or by a House Officer/s whose workload is reduced due to Consultant leave or reduced clinical sessions.

Section 5: Hours and salary category

The salary for this attachment will be detailed as a Category D or Category C, depending on quarters throughout the year. Dedicated Relief House Officers will be paid at two categories above the category associated with average hours of the majority of runs relief is being provided for.

[i] The Children's Act 2014 makes provisions for the protection of children and helping them thrive, achieve and belong. At Health New Zealand, we safety check every children's worker. The purpose of this safety check is to reduce the risk of harm to young people and is a legal requirement for those employed in work that involves contact with children and young people including face-to-face, over the phone, or email contact. It is part of our commitment to ensuring the wellbeing and safety of children and young people. Your continued employment with Health NZ is conditional on a satisfactory safety check.