

## Position Description

Position Title	Obstetrics & Gynaecology Registrar Unaccredited
Position Number	<a href="#">30025461</a>
Division	Clinical Operations
Department	Women and Children
Enterprise Agreement	Doctors In Training (Victorian Public Health Sector) (AMA VICTORIA/ASMOF) (Single Interest Employers) Enterprise Agreement 2022-2026
Classification Description	Registrar Year 1 - Registrar Year 6 and thereafter; Relevant to year of experience
Classification Code	HM25 - HM30; Relevant to year of experience
Reports to	Professional: Clinical Director/ Unit Head Operational: Medical Workforce Unit
Management Level	Non Management
Staff Capability Statement	Please click here for a link to <a href="#">staff capabilities statement</a>
Mandatory Requirements	<ul style="list-style-type: none"> <li>• National Police Record Check</li> <li>• Working with Children Check</li> <li>• Registration with Professional Regulatory Body or relevant Professional Association</li> <li>• Immunisation Requirements</li> </ul>

## Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: [Bendigo Health Website - About Bendigo Health](#)

As an organisation we are committed to delivering safe, inclusive and high-quality care to our diverse communities across the Loddon Mallee Region. We value and respect the unique backgrounds, cultures and experiences of the people we serve and those who work with us.

We are a proud child safe organisation, dedicated to the safety, wellbeing and voice of all children and young people. We are committed to creating a culturally safe and welcoming environment where Aboriginal and Torres Strait Islander peoples—adults, children and families—are respected, supported and empowered to express and celebrate their culture.

## Our Vision

To be a trusted regional healthcare service recognised for delivering exceptional care, being a great place to work, and being deeply connected to our community.

## Our Values

**PASSIONATE** – We are passionate about doing our best – for our patients, our colleagues and our community.

**ACCOUNTABLE** – We take ownership of our actions and outcomes, always striving for integrity and improvement.

CARING – We care deeply for our community – and our community cares for us. Compassion is at the heart of everything we do.

TRUSTWORTHY - We are open, honest and respectful in all that we do – earning the trust placed in us every day.

## The Position

The unaccredited Registrar post is full-time or part-time for 12 months. You will have the opportunity to work in a large regional Obstetrics and Gynaecology service and enhance your procedural skills in women's health, under appropriate supervision.

Over the 12 months you will develop core skills in O&G in preparation for further formal specialist training and a future specialist career in O&G. Experience is provided to make the applicant eligible for RANZCOG Associate Member Training Program Level 3 (previously noted as Advanced Diploma) within 12 months.

What Bendigo Hospital can offer:

1. Small consultant led teams and supervision
2. Education and opportunities to provide medical education to medical undergraduates and postgraduates
3. Opportunity to develop operative and procedural gynaecology skills including colposcopy and emergency gynaecology surgery
4. High risk obstetrics
5. General gynaecology inpatient and outpatient services
6. Opportunity to supervise Registrars and RMOs
7. Identification of opportunities for professional development for yourself, including in areas of audit and research.

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

## Responsibilities and Accountabilities

### Key Responsibilities

- Provision of day-to-day care and supervision of patients of the maternity and gynaecology units under the direction of the consultant obstetrician and gynaecologists.
- Foster rapport and good communications using appropriate language, written or verbal, with the patient and other parties as required; including contact with the referring medical practitioner.
- Fulfil duties as outlined in the duty roster of the post undertaken.
- As a representative of the hospital and the medical profession, present an appearance and demeanour of professionalism at all times.
- Continually update and extend personal medical knowledge and skills, regularly attend clinical meetings and remain familiar with current medical literature.
- Participate in quality improvement activities.
- Supervision of junior HMO and nursing staff as required and appropriate

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association

## Key Selection Criteria

### Essential

1. MBBS or equivalent degree with current General or Provisional Registration with AHPRA
2. Minimum of PGY3 at commencement of term
3. Documented evidence of prior postgraduate experience in obstetrics & gynaecology.
4. Thorough understanding of the relevant legislation pertaining to Medical Officers.

### Desirable

5. High level interpersonal and communication skills and the ability to communicate confidently and appropriately with patients and their families and other health professionals
6. Evidence of on-going professional development to continually update personal medical knowledge and skills
7. Ability to effectively use organisational skills (incorporating documentation, time management skills, critical thinking and priority setting)
8. Ability to operate in an environment of change.
9. Ability to work as an effective team member in a multi-disciplinary environment as well as independently (under appropriate supervision)

## Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the **Victorian Government's Code of Conduct**
- Uphold **Occupational Health and Safety** responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.
- Comply with all **Bendigo Health policies and procedures**, including those related to clinical, managerial, and standard work practices.
- Follow **Infection Control** procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain **strict confidentiality** regarding all organisational, patient, and staff information.
- Engage in **continuous quality improvement** activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect **diversity**, fostering inclusive practices in the workplace and service delivery.
- Support research activities in alignment with the National Clinical Trials Governance Framework to ensure high-quality, safe, and ethical clinical trials and research practices across Bendigo Health
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.

- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

*All Bendigo Health sites, workplaces and vehicles are smoke free.*

*This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.*