

Job Description

Job Title	Orthopaedic Registrar
Department	Orthopaedic Department
Reports to	Clinically and professionally responsible to the attending Orthopaedic Consultant. Administratively accountable to the Medical Staff Coordinator for e.g. roster, pay, leave requests.
Date	September 2012

Overall Purpose of Job

The mission of UPMC Beacon Hospital is to provide quality care to all patients, in a respectful, safe and compassionate environment. In exercising this mission, UPMC Beacon Hospital will adhere to all health and safety regulations.

The Orthopaedic Department in UPMC Beacon Hospital is a consultant delivered service. The team consists of five Orthopaedic Consultants who work in collaboration with the Orthopaedic Registrar in patient care and in formulating management plans for patients.

Key Responsibilities and Deliverables

- To act under the supervision of the Orthopaedic Consultant in the provision of an Orthopaedic service and to support the Orthopaedic Consultants in their duties.
- To assess and clerk patients from the Emergency Department.
- To attend daily ward rounds with the Orthopaedic team.
- To review patients on a regular basis in accordance with the plan of care made by the attending consultant and inform the consultant of any issues or problems.
- Document review findings in clinical notes in a timely and legible manner.
- To cover Operating Room duties as assigned.
- To attend to pre and post operative work.
- To write orders as required for e.g. Radiology, Laboratory.
- To discharge patients on consultants' instructions and write discharge summaries.
- To respond to any adverse occurrences e.g. injuries, falls, sudden illnesses etc, suffered by patients, visitors or staff.

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- To contribute to quality improvement; risk management initiatives and policy development so that the overall Orthopaedic Service is of the highest quality and reflective of best practice.
- To assist in the education of colleagues and staff.
- To participate in work related projects at UPMC Beacon Hospital.
- To act and behave professionally and perform one's duties in a manner that optimises patient care and protects and enhances the reputation of UPMC Beacon Hospital. To adhere to Hospital Policies and Procedures e.g. JCI, Code Blue, infection control, work hours and overtime.
- To comply with Health and Safety Regulations, ensuring safe working practices in a safe working environment.
- To undertake any other duties that may be required, which could include assisting medical colleagues throughout the hospital and acting as a resource for more junior colleagues.

Person Specification

Qualifications	<ul style="list-style-type: none">• Medical degree, MBBS or equivalent.• Current Full Medical Council Registration.• Fellowship of the College of Surgeons or equivalent is desirable.
Experience	<ul style="list-style-type: none">• Experience at Registrar level in an acute hospital setting
Job Specific Competencies and Knowledge	<ul style="list-style-type: none">• Current ACLS certification required.• ATLS desirable.
Personal Competencies	<ul style="list-style-type: none">• Proven ability to work as an effective team member.• Ability to communicate effectively.• All posts in UPMC Beacon Hospital require a high level of flexibility to ensure the delivery of an effective and efficient service. Therefore, the post holder will be required to demonstrate flexibility as and when required by their manager or hospital management.

This job description is intended to be an outline of the areas of responsibility and deliverables at the time of its writing. As the Hospital and the post holder develop, this job description may be subject to review in light of the changing needs of the Hospital.

Job Description received by employee _____

Signature

Date