

Austin Health

Position Description



Position Title: Inflammatory Bowel Disease (IBD) Clinical and Research Fellow

Classification:	Fellow
Business Unit/ Department:	Surgery, Anaesthesia & Procedural Medicine
Agreement:	National Employment Standards
Employment Type:	Fixed-Term Part-Time
Hours per week:	30.4 hours per week
Reports to:	Director of IBD
Direct Reports:	Nil
Financial management:	Budget: Not Applicable
Date:	July 2019

About Austin Health

Austin Health is one of Victoria's largest health care providers. Comprising the Austin Hospital, Heidelberg Repatriation Hospital, Royal Talbot Rehabilitation, Hospital in the Home and community based health services; Austin Health is an internationally recognised leader in clinical teaching, training and research, with numerous university and research institute affiliations.

Austin Health employs near 9,000 staff across its sites; including over 1,600 doctors and 3,000 nurses, and delivers a full range of leading edge clinical services, including several state-wide services (liver transplant, spinal cord injury service, respiratory support service, child inpatient mental health service). In total, Austin Health provides over 900 beds, including mental health, aged-care and rehabilitation beds and a range of community and in the home services. The current annual operating budget is in excess of \$960 million.

Austin Health delivers vital state-wide services to all Victorians, including to diverse multicultural and veteran communities. It also provides community and specialty services to the people of Melbourne's north-eastern corridor in a safety-focused, team-oriented and stimulating work environment.

Austin Health's current vision is shaping the future through exceptional care, discovery and learning.

Our values define who we are, shape our culture and the behaviours, practices and mindset of our people. Our values are: Our actions show we care, we bring our best, together we achieve and we shape the future. www.austin.org.au/about-us

Austin Health is committed to providing an inclusive culture where all employees can contribute to the best of their ability and strive to develop further. Find more at

Position Purpose

To provide excellent care to patients with Inflammatory Bowel Disease (IBD) and to perform quality research at Austin Health. IBD clinical and research development of the incumbent is a significant component of the role.

The IBD Service at Austin Health is establishing an innovative integrated model of care (MOC) which aims to safeguard immunosuppressed patients, reduce ED presentations, and reduce length of stay (LOS) and to better manage capacity of this patient cohort.

About the Department

The Surgery, Anaesthesia and Procedural Medicine Division employs over 1,500 staff and is responsible for the provision of approximately 50,000 elective and emergency procedures per year delivered to the community serviced by Austin Health.

The Inflammatory Bowel Disease (IBD) unit is a sub-specialty of the Department of Gastroenterology which forms part of SAPM.

The Department of Gastroenterology provides expert care in the fields of luminal gastroenterology, hepatology, interventional endoscopy, intestinal failure and hepatocellular carcinoma.

Emergency and inpatient services are based at Austin Hospital while outpatient services and endoscopy are based on the Austin Hospital and Heidelberg Repatriation Hospital. In addition, a consultative service is provided for other units within the Health Service. The Unit maintains an ongoing commitment to undergraduate and postgraduate teaching.

There are weekly multidisciplinary outpatient clinics for general gastroenterology, inflammatory bowel disease, liver disease, viral hepatitis, hepatocellular carcinoma and intestinal failure/rehabilitation.

The endoscopy service provided by the Gastroenterology Unit is the largest in the state, offering a weekly advanced endoscopy outpatient clinic for complex referrals, in addition to routine gastroscopy, colonoscopy, endoscopic ultrasound (EUS), ERCP and balloon enteroscopy.

Purpose and Accountabilities

Role Specific:

IBD Fellow Roles and Responsibilities

- Attendance at weekly IBD Clinics including MDM/VBC
- Attendance at a weekly scope list with an IBD consultant
- Assist and manage patients via the IBD Helpline in conjunction with the IBD nurse consultants
- IBD related admin paperwork in conjunction with the IBD registrar
- Direct involvement and management of inpatient and outpatient care
- Supervisory role to the IBD registrar re: inpatient/outpatient care

- Identify IBD inpatients and communicate their presence/management plan to the MDT
- Provide feedback regarding IBD inpatients during weekly IBD pre-clinic meeting
- Together with the IBD registrar identify patients for the IBD MDM, prepare slides with history/issues and coordinate and communicate the meeting agenda to all stakeholders.
- Enter management plan into SMR.
- Promptly inform the Manager of any relevant administrative issues
- Identify and work with IBD MDT to develop protocols for IBD management.
- Coordinate all requests to the relevant Pharma for biologic compassionate stock
- Provide timely notification of inability to attend duties for any reason
- Involvement in unit specific educational activities
- Involvement in sponsored studies and investigator initiated studies including PREDICT-UC
- Involvement in own study within IBD
 - Project design and ethics submission
 - Patient recruitment
 - Preparation of manuscripts for peer reviewed publications
- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives.

Teaching and Training

- Participation in both undergraduate and post graduate teaching and training
- Expected to attend at least one conference in Gastroenterology.
- Attend and participate in ALL mandatory training requirements at Austin Health, including CERNER training and OH&S training as required.

Supervisor Responsibilities

- Provide a supportive environment for research and clinical duties
- Support activities that promote the personal and professional growth of the fellow
- Set realistic expectations and deadlines

Fellow and Supervisor Responsibilities

- Create a positive work environment conducive to team work and fairness
- Ability to resolve issues and differences in opinion through open discussion, mutual respect and understanding, and willingness to seek more senior advice or arbitration if required.

All Employees:

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on the intranet (The Hub): <http://eppic/>
- Report incidents or near misses that have or could have impact on safety - participate in identification and prevention of risks
- Comply with the Code of Conduct

Selection Criteria

Essential Knowledge and skills:

- A commitment to Austin Health values
- Registration as a Medical Practitioner with the Australian Health Practitioner Regulation Agency (AHPRA) - (note eligible applicants will be assisted through this process).
- Have appropriate training and experience applicable to the field of Gastroenterology/IBD.
- Dedication to delivering excellent service – to patients, all colleagues (nursing, medical, managerial, support staff), GPs and other contact points.
- Demonstrated commitment to high quality patient care
- Demonstrated teamwork and collaboration
- Demonstrated ability to communicate at all levels

Desirable but not essential:

- A sound understanding of information technology including clinical systems, applications relevant to the Management of rostering and risk management reporting or as required for the role and/or department.

General Information

Austin Health is a Child Safe Environment

Austin Health is committed to child safety. We want children to be safe, happy and empowered. We support and respect all children, as well as our staff and volunteers. Austin Health has zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously in line with legal obligations and our policies and procedures.

Equal Opportunity Employer

Applications from Aboriginal and Torres Strait Islanders are encouraged to apply. For more information about working at Austin Health, please follow this link to Austin Health's Aboriginal Employment website: <http://www.austin.org.au/careers/Aborigineemployment/>

Document Review Agreement

Manager Signature	
Employee Signature	
Date	