

Position Description

Position Title:	Renal Medical Registrar
Reports to:	Divisional Clinical Director Medical
Department:	General Medicine
Directorate:	Medicine
Cost centre:	A5205
Code & classification:	Hospital Registrar Year 1 – 6+ (HM25 - HM30)
Employment conditions:	Doctors in Training (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single interest Employers) Enterprise Agreement 2022-2026 and its successors; <u>and GV Health Policies and Procedures (and as varied from time to time)</u>

GV Health is an equal opportunity employer and continually strives to build a diverse, equitable and inclusive workforce that reflects our community. We encourage applications from people of all backgrounds.

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required. GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

POSITION SUMMARY

The Renal Medical Registrar is directly responsible to the attending Nephrologist for day-to-day patient management, and ultimately to the Chief Medical Officer. They will provide day-to-day clinical management of patients under the care and direction of the Nephrologist to ensure a high quality of patient care. They will undertake administrative duties for the Department under the direction of the Consultant Staff to ensure that the Department is run efficiently.

RESPONSIBILITIES AND DUTIES

The following duties are inclusive of but not limited to the following:

Delivery of Service

- Ability to accurately order and interpret radiology/pathology results.
- Ability to work well in a team environment.
- Experience with management of patients on the Ward.
- Ability to communicate effectively and work collaboratively with nursing staff, senior medical staff and other relevant staff on ward or in clinics
- Daily review of inpatients under the renal team.
- Assessment of acute inpatient renal referrals and discuss with the Nephrologist on-call
- Cover of the Dialysis Unit
- Attend 1-2 renal clinics a week
- Requirement to cover general medicine on-call when the need arises

- Will form part the Medical Registrars on-call roster and will be looking after general medicine patients under their care.
- Will be expected to cover General Medical patients from other firms according to the stated prospective cover and cross-covering rules.
- Plan and organise the structured discharge of each patient and ensuring appropriate communication with other treating doctors.
- Ensure that medication orders are printed and that items are prescribed generically.
- Participate in QA and Research projects.
- Communicate with and liaising between Senior and Junior medical staff and other members of the team involved in patient care.
- Supervise the entries in the Medical record and making appropriate entries of own assessments.
- Direct and teach Hospital Medical Officers, Medical Students and other Health Professionals.
- Provide input to Policies, Procedures, Guidelines and other administrative processes and participate in management committees.
- Understand and fulfil the documentation requirements of GV Health documentation policy and procedure.

KEY SELECTION CRITERIA

Formal Qualification(s) and Required Registration(s):

Essential:

- Commitment to the GV Health Values of Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour.
- Current registration with the Australian Health Practitioner Regulation Agency as a Medical Practitioner
- Highly effective communication and interpersonal skills, including the ability to relate positively with and appropriately with patients and others
- High level of motivation
- Ability to work collaboratively in a team environment
- Professional collegiality towards peers and the wider health care team
- Satisfactory National History Criminal Check prior to commencement of employment
- Satisfactory Victorian 'Employee' Working with Children Check prior to commencement of employment
- Completion of a Commonwealth of Australia Statutory Declaration prior to commencement of employment.

Desirable:

- 2 years of general medical experience or prior experience of working in a renal unit as a medical registrar.

KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful achievement of:

- Registration is maintained and working within scope of practice.
- Attendance and active participation at meetings as required.
- 100% compliance with core competencies and training requirements as outlined in the GV Health Education Framework.
- Active participation in the Performance and Development review process.
- Demonstrating of GV Health CREATE values and behaviours and being a role model for living the values of Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour.

ALL GV HEALTH STAFF ARE REQUIRED TO

- Demonstrate GV Health's CREATE values and behaviours and being a role model for living the values of Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
- Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines;
- Develop and maintain collaborative relationships with all other teams and professionals;
- Promote and enable efficient teamwork and service provision both within the department and/or organisation and with other service providers;
- Contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
- Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce;
- Contribute to organisational quality and safety initiatives;
- Observe and comply with child safe principles, standards and expectations of appropriate behaviour toward and in the company of children;
- Complete and maintain all mandatory training requirements as defined by GV Health and actively engage in the Performance Development Review process;
- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public;
- Comply with requirements of the National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements;
- Comply with the principles of patient and family centred care;
- Not smoke or vape on GV Health premises;
- Comply with immunisation requirements as per the Victorian Department of Health Victoria;
- Comply with all applicable position pre-employment checks that are relevant to the role, which may include but is not limited to; police checks, Working with Children's Check (WWCC), National Disability Insurance Scheme (NDIS) and Aged Care screening requirements;
- In this role you may occasionally interact with distressed, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. All staff are required to comply with all safety related training, look after the safety and well-being of themselves and each other, and actively foster a safe working environment.

ACCEPTANCE:

I acknowledge and accept that this Position Description represents the general outline of duties, responsibilities and accountabilities that are expected of me in my employment in the position, and may not encompass every aspect of the position. I understand that GV Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

I acknowledge and accept that I must complete and maintain all relevant pre-employment screening and checks for successful employment.

I acknowledge and accept that that I have read and fully understand this Position Description. I agree that I have the ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.

I acknowledge I will be required to undertake the duties as set out in the position description (and any other duties as requested in accordance with my skills and experience) to the best of my ability and, at all times follow lawful direction.

By accepting the contract of employment, I am agreeing to duties and obligations within the Position Description.

Medicine	Renal Medical Registrar
Reviewed by:	Divisional Clinical Director Medical
Issue Date:	June 2026

ABOUT US

Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional satellite sites are also located in Shepparton, Seymour, Benalla, Cobram, Echuca and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services.

OUR PURPOSE

To significantly improve the health and wellbeing outcomes and experiences of the people and communities in our care.

OUR VALUES

GV Health's culture centres around our CREATE values and behaviours. Through these values and behaviours we commit to delivering ongoing quality healthcare for our community:



GV Health Vision and Values: [Values and Vision - GV Health](#)

OUR STRATEGIC PLAN

The **Goulburn Valley Health Strategic Plan 2024-2026** provides the direction for GV Health with our five strategic pillars being:

- Health and Wellbeing Outcomes: Improve health and outcomes for the population in our region
- Community and Consumer Experience: Ensure everyone has an outstanding personalised experience
- Our Staff Experience: Our people feel connected, supported, safe and well
- Responsible Workplace: Be sustainable and efficient
- Health Equity: Embrace differences in how we design and deliver healthcare

GV Health Strategic Plan: [Strategic Plan 2024-2026 - GV Health](#)

FOR MORE INFORMATION

Application tips: [Application Tips - GV Health](#)

GV Health: <https://www.gvhealth.org.au/about/>

Child Safety and Wellbeing: [Child Safety and Wellbeing - GV Health](#)

Living in Goulburn Valley: [Goulburn | Regional Living Victoria](#)

GV Community Connector: [Community Connector Program for Businesses](#)