

A: ACCREDITED PREVOCATIONAL TRAINING PROVIDER NAME:	WESTMEAD HOSPITAL
Training Term Based at:	Westmead Hospital
Offsite Term? <i>Includes affiliated private hospitals, general practices, community-based medical services</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>If yes, Collaborative Agreement to be attached</i>
B: TERM NAME	ACUTE SURGICAL UNIT
Overview of Unit or Service	<p>Please outline the role of the unit and range of clinical services provided: The ASU manages all acute surgical admissions. The service is based around rapid turnover, with patients being assessed, going to theatre as necessary and discharged early, or alternatively transferred to an alternative surgical service for more definitive care.</p> <p>The unit will be responsible for all the acute surgical admissions from ED and those patients in the ward with acute surgical conditions under the ASU team.</p> <p>The JMO role will be to provide support to the Acute Surgical Unit. In particular they are responsible for:</p> <ol style="list-style-type: none"> 1. Keeping track of new admissions to wards; ensuring that these patients are stable and that the management plans ordered are underway. 2. Attending required maintenance of ongoing management (IVC replacement, ordering and checking bloods, discharge summaries etc.). 3. Assist in operative procedures when required. 4. Facilitate discharges and transfers in a timely fashion. <p>The JMO will interact closely with the ASU Registrar who is appointed to the unit for 6 month blocks, and the surgical SRMOs, who are rostered to either days or night in a week on / week off pattern. Consultant level input is provided by the onsite ASU consultant, who is rostered on a daily basis from a pool of around 15 general surgeons.</p> <p>The ASU is a 7 day a week service, with the same team members and supervision available each day of the week.</p> <p>Please outline the patient case mix, acuity and turnover: The ASU manages about 50-70 new admissions per week. The patients by definition will all have potential acute surgical conditions, however the sicker patients will be rapidly transferred to the subspecialty surgical teams as required. About 20-25% of patients will be taken to theatre by the ASU team, and this represents the more straightforward surgical cases, such as appendicitis. The average length of stay under the ASU is around 1-2 days. The business rules are that no patients should remain under ASU for more than 72 hours.</p> <p>ASU does not deal with acute surgical trauma, which is managed by the Trauma team.</p>
Term Duration (Weeks)	10 – 12 Weeks
HETI Term Identifier Number <i>HETI Assigned after accreditation decision</i>	050001
Date of Accreditation by HETI	19/11/2008

C: TERM CATEGORY <i>Please identify if the term meets the criteria for a core term or if the term is an 'other' term (Please specify)</i>	Core Surgery	If other please specify:
Is the term a PGY1 or a PGY2 term?	PGY1 <input type="checkbox"/>	PGY2 <input checked="" type="checkbox"/>

Please note that a PGY2 ONLY accredited term MUST not be staffed by a PGY1. Specific accreditation must be sought for a PGY1 term

D: TERM CAPACITY			
Please indicate the term capacity – total number of PGY1s and PGY2 trainees	PGY1 <input type="text" value="0"/>	PGY2 <input type="text" value="2"/>	MAXIMUM NUMBER OF TRAINEES IN TERM <input type="text" value="2"/>

NOTE: number of PGY1s + number of PGYs=maximum Capacity

E: TERM SUPERVISION	
Name and Position of Term Supervisor <i>Responsible for trainee term orientation and assessment</i>	Dr Thomas Oh JMO Supervisor
Term Supervisor Contact with Trainee <i>Term Supervisor to provide a plan for contact with the pre-vocational trainee/s during the training term</i>	<p>General Contact: Dr Thomas Oh Youngchul.Oh@health.nsw.gov.au or via Westmead Switchboard Dept. 8890 5555</p> <p>Orientation: At the start of the term. Dr Thomas Oh: Youngchul.Oh@health.nsw.gov.au</p> <p>Mid Term: During week 5 or 6 of the term. Dr Thomas Oh: Youngchul.Oh@health.nsw.gov.au</p> <p>End of Term: On the last week of the term. Dr Thomas Oh: Youngchul.Oh@health.nsw.gov.au</p>
Primary Clinical Supervisor (if not Term Supervisor) <i>Consultant or senior medical practitioner with experience in managing patients in the relevant discipline</i>	Name, Position and Contact details As above.
Immediate Supervisor with direct responsibility for day to day supervision	Position and Contact details ASU Consultant on call of the day.
Clinical Team Structure <i>Provide positions of all members of the clinical team who provide supervision and bedside teaching to prevocational trainees</i>	Name, Position and Contact details ASU Consultant (contact via switch 8890 5555) SET Surgical Registrar ASU SRMO

<p><i>including AMO's and Registrars. Please also identify how PGY1 & 2s will be distributed amongst the teams</i></p>	<p>RMO</p> <p>There is a single team, with daily consultant led ward rounds – 7 days per week. Surgical Registrar on call p08452 ASU Consultant Surgeon (contact via switch 8890 5555)</p>
--	--

F: SPECIFIC REQUIREMENTS TO PRACTICE SAFELY DURING THE TERM:

<p>This section may include:</p> <ul style="list-style-type: none"> • Courses (e.g. life support, resuscitation) • Procedural skills • e-Learning requirements <p>If there are any specific requirements please provide details of how the trainee will receive this training/will be assessed</p>	<p>CPR/ Airway management</p> <p>Westmead Hospital Trauma Guidelines</p> <p>Westmead JMO Handbook</p> <p>CIAP site via Intranet</p> <p>Internet</p>
--	---


G: TERM LEARNING OPPORTUNITIES

<p>Please list top 5 learning opportunities/objectives</p>	1	<p>Become competent and efficient in managing a surgical unit.</p>
	2	<p>Understand the pathophysiologies of various acute surgical conditions, and develop the skills in dealing with these conditions competently.</p>
	3	<p>Develop practical skills (e.g. suturing, cannulation, catheterisation, nasogastric insertion etc.)</p>
	4	<p>Recognise acute surgical signs and their significance and develop communication skills with patients and relatives, as well as other medical and paramedical staff</p>
	5	<p>By the completion of this term the prevocational trainee may expect to gain competency in the following skills:</p> <ul style="list-style-type: none"> • IV cannulation – peripheral and central (supervised) • Urinary catheterisation • Simple wound closure • Insertion of NG tube • Management of chest drains <p>Daily bedside teachings will be conducted by the ASU Consultant on call</p> <p>Outpatient patient follow-up review</p>

H: EXPECTATIONS OF THE PREVOCATIONAL TRAINEE

<p>Please list expectations</p>	<ol style="list-style-type: none"> 1. Ensure that admissions, discharges and general ward care of patients are carried out according to the Department of Surgery Guidelines. 2. Ensure that all relevant investigations and results are followed up and documented in the progress notes. 3. Attend daily ward rounds with the Registrars and ASU Consultant at 0730 and also at
--	--

	16:30. 4. Assist in operating theatre as required. 5. Attend follow-up clinics in outpatient department.
Patient Load <i>(average per shift)</i>	Patient Load per trainee <input type="text" value="20"/> Patient load total for team <input type="text" value="20"/>
After hours Roster <i>Does this term include participation in a hospital-wide afterhours roster and if so please advise frequency and the onsite supervision available after hours</i>	The 2 ASU JMOs participate in their own 7 on, 7 off roster, consisting of 7 long days, Mon-Sun followed by 7 days rostered off. Supervision on the weekends is identical to the weekdays, led by the ASU consultant, who conducts an onsite morning round, supported by either an accredited registrar or fellow, and a surgical SRMO who is also rostered on a weekly basis. In addition, the JMOs may be rostered to the general wards after hours and sick relief roster, on a less frequent basis than other ward based JMOs, while still ensuring that the after-hours overtime responsibilities are equitably distributed.

I: SIGN OFF <i>Terms will not be considered unless this section is completed.</i>	
Revision date and by who <i>(Name and Position)</i>	Thomas Oh
Endorsement by Term Supervisor <i>(Name, Date and Signature)</i>	Thomas Oh 
Endorsement by GCTC Chair (or representative) <i>(Name, Date and Signature)</i>	

HETI OFFICE USE ONLY – Approved by PAC or PAC Member	
Date	
Signature/TRIM DOC number of PAC minutes	

J: TERM / UNIT TIMETABLE AND INDICATIVE DUTY ROSTER

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
07:30-19:00	07:00-19:00 07:00 Registrar teaching session (JMO to attend)	07:30-19:00	07:30-19:00	07:30-19:00	07:30-19:00	07:30-19:00
0730 B3a Handover by Night Reg Ward Round (dependent on Pt list)	08:00 B3a Handover by Night Reg Ward Round (dependent on Pt list)	07:30 B3a Handover by Night Reg Ward Round (dependent on Pt list)	07:30 B3a Handover by Night Reg Ward Round (dependent on Pt list)	07:30 B3a Handover by Night Reg Ward Round (dependent on Pt list)	07:30 B3a Handover by Night Reg Ward Round (dependent on Pt list)	07:30 B3a Handover by Night Reg Ward Round (dependent on Pt list)
	1300 – 1400 Surgical Seminars (refer to the program issued at start of term)	12:30-13:30 Trauma Teaching	Protected JMO Education Session 13:00-14:00			
16:30 Afternoon Registrar Ward Round	16:30 Afternoon Registrar Ward Round	16:30 Afternoon Registrar Ward Round	16:30 Afternoon Registrar Ward Round	16:30 Afternoon Registrar Ward Round	16:30 Afternoon Registrar Ward Round	16:30 Afternoon Registrar Ward Round
1700 Dept Surg Mtg Surgical Grand Rounds						

Important notes about completing this timetable:

- Please include the start and finish times of the shifts the trainees will be rostered to
- Please show the activities that the trainee are expected /rostered to attend – these include all educational opportunities (both train facility-wide and term specific), ward rounds, theatre sessions, inpatient time, outpatient clinics, shift handover, morning handover from hospital night team, afternoon handover to hospitals after hours team. Please include approximate time of activities where possible
- If there are extended shifts or evening shifts as part of the term, please attach four weeks of roster for the whole team. If the term includes evening shifts, please ensure it meets the requirement for evening shifts (refer to accreditation procedure)