

<b>A: ACCREDITED PREVOCACTIONAL TRAINING PROVIDER NAME:</b>		WESTMEAD HOSPITAL
<b>Training Term Based at:</b>	Westmead Hospital	
<b>Offsite Term?</b> <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>B: TERM NAME</b>		
<b>ORTHOPAEDIC SURGERY</b>		
<b>Overview of Unit or Service</b>	<b>Please outline the role of the unit and range of clinical services provided:</b>	
	<p>The mission of the Orthopaedic Department is to provide comprehensive clinical care of the patient with disorders of the musculoskeletal system, to encourage research and to conduct teaching at both undergraduate and graduate level, in all aspects of the musculoskeletal system.</p> <p>The Orthopaedic Service is arranged into 3 clinical teams each with its own orthopaedic sub specialty focus (see below)</p>	
<b>Overview of Unit or Service</b>	<b>Please outline the patient case mix, acuity and turnover:</b>	
	<p>The service is a roughly even mix of elective and emergency patients. Being an acute trauma centre, orthopaedics deals with acute minor and major trauma patients, including pelvis and spinal fractures. Some trauma patients with a mixture of injuries will be admitted under the trauma service and be subsequently transferred to orthopaedics or require orthopaedic consultation.</p> <p>JMOs will be exposed to a full range of elective orthopaedics including major joint replacement.</p> <p>The service is well supported by a multidisciplinary team including ortho-geriatrics. Patients requiring longer term rehab are transferred out of the orthopaedic service.</p>	
<b>Term Duration (Weeks)</b>	10 – 12 Weeks	
<b>HETI Term Identifier Number</b> <i>HETI Assigned after accreditation decision</i>	050024	
<b>Status</b>	Provisional	

<b>C: TERM CATEGORY</b> <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	<b>If other please specify:</b>
<b>Is the term a PGY1 or a PGY2 term?</b>	PGY1 <input checked="" type="checkbox"/>	PGY2 <input checked="" type="checkbox"/> <i>Please note that a PGY2 ONLY accredited term MUST not be staffed by a PGY1. Specific accreditation must be sought for a PGY1 term</i>

## D: TERM CAPACITY

Please indicate the term capacity – total number of PGY1s and PGY2 trainees	PGY1	6	PGY2	0	<b>MAXIMUM NUMBER OF TRAINEES IN TERM</b>	6
NOTE: number of PGY1s + number of PGYs=maximum Capacity NB: Usual staffing structure will be 4 interns and 2 RMOs						

## E: TERM SUPERVISION

<b>Name and Position of Term Supervisor</b> <i>Responsible for trainee term orientation and assessment</i>	<p><b>Dr James Wong – Team 1 &amp; 2</b> VMO Orthopaedic Surgery</p> <p><b>Dr Mohamed Baba – Team 3</b> VMO Orthopaedic Surgery</p>														
<b>Term Supervisor Contact with Trainee</b> <i>Term Supervisor to provide a plan for contact with the pre-vocational trainee/s during the training term</i>	<p><b>General Contact:</b> Dr James Wong and Dr Mohammed Baba. Call via Switchboard Dept.</p> <p><b>Orientation:</b> Orientation will be provided at the Multidisciplinary orthopaedics meeting at 7:30 on the first Monday of term.</p> <p><b>Mid Term:</b> A meeting should be scheduled by the RMO with the appropriate term supervisor (see above) preferably a week before mid-term. The PGY1 &amp; 2 should bring the documentation to the meeting with the self-assessment completed.</p> <p><b>End of Term:</b> A meeting should be scheduled by the RMO with the appropriate term supervisor, preferably a week before end of term. The PGY1 &amp; 2 should bring the documentation to the meeting with the self-assessment completed.</p>														
<b>Primary Clinical Supervisor (if not Term Supervisor)</b> <i>Consultant or senior medical practitioner with experience in managing patients in the relevant discipline</i>	<p><b>Name, Position and Contact details</b> As above</p>														
<b>Immediate Supervisor with direct responsibility for day to day supervision</b>	<p><b>Position and Contact details</b> Senior advanced trainee</p>														
	<p>Team 1 – Spine &amp; Pelvis</p> <table style="width: 100%;"> <tr> <td>Dr Randolph Gray, Spine</td> <td style="text-align: right;">96331 099</td> </tr> <tr> <td>Dr Sean Suttor, Spine</td> <td style="text-align: right;">1300 662 522</td> </tr> <tr> <td>Dr Robert Molnar Hip/Knee, Trauma</td> <td style="text-align: right;">9587 4720</td> </tr> </table> <p>Team 2 – Hip &amp; Knee</p> <table style="width: 100%;"> <tr> <td>Dr B Balalla, VMO, Knee Head of Orthopaedics</td> <td style="text-align: right;">87110100</td> </tr> <tr> <td>Dr Ed Graham Hip/Knee,</td> <td style="text-align: right;">8711 0100 (Bella Vista)</td> </tr> <tr> <td>Dr John Fox, VMO</td> <td style="text-align: right;">9679 7088</td> </tr> <tr> <td>Dr Michael Johnson, Knee</td> <td style="text-align: right;">9630 7222</td> </tr> </table>	Dr Randolph Gray, Spine	96331 099	Dr Sean Suttor, Spine	1300 662 522	Dr Robert Molnar Hip/Knee, Trauma	9587 4720	Dr B Balalla, VMO, Knee Head of Orthopaedics	87110100	Dr Ed Graham Hip/Knee,	8711 0100 (Bella Vista)	Dr John Fox, VMO	9679 7088	Dr Michael Johnson, Knee	9630 7222
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	<p>Team 3 – Foot Ankle &amp; Upper Limb</p> <p>Dr A (Scott) Newman, VMO, Knee/Ankle/Foot      9680 1315</p> <p>Dr Mohammed Baba, VMO                              9806 3333</p> <p>Dr James Wong, VMO, Mentor, General          9630 7607</p> <p>Dr Simon Chan Wrist/Hand                            8711 0100</p> <p>Dr Kalman Piper, Shoulder                            9113 0606</p> <p>Registrars, 6 positions – Each team has one SET and one non –accredited trainee</p> <p>Our registrars are actively encouraged to teach, &amp; help our JMO's in their daily activities</p> <p>Ms Vassalah Wallace, Clinical Administrative Officer, page 08393</p> <p>Pauline Underwood, NUM page 27600</p> <p>All consultants; after hours via Orthopaedic Registrar on call</p> <p><b>Rostering of JMOs</b></p> <p>The JMOs will be rostered either to early start (07:00 – 15:30) or late start (12:00-20:00). These shifts will be rostered for a minimum block of a week at a time and typically 3-4 weeks. A sample roster is provided, though the actual roster will vary from term to term</p> <p>Four JMOs will commence on the early shift Mon-Fri, two attached to the nominated busiest team, and one to the other two teams.</p> <p>The two late starters each day will be take handover from the nominated day staff, sharing the workload equitably.</p> <p>The JMOs will participate in a JMO handover round commencing at midday each day.</p> <p>The early starters will participate in the morning registrar round at 7am and the late starters will participate in the evening registrar round typically commencing at 17:30.</p>
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### F: SPECIFIC REQUIREMENTS TO PRACTICE SAFELY DURING THE TERM:

<p><b>This section may include:</b></p> <ul style="list-style-type: none"> <li>• Courses (e.g. life support, resuscitation)</li> <li>• Procedural skills</li> <li>• e-Learning requirements</li> </ul> <p>If there are any specific requirements please provide details of how the trainee will receive this training/will be assessed</p>	<p>All JMOs should read and fully comprehend Westmead Hospital Department of Surgery's Orientation for Interns, Residents and Registrars BEFORE commencing term.</p> <p>Suggested reading: Apley's Orthopaedic Textbook in the Westmead Hospital Library</p> <ul style="list-style-type: none"> <li>• Detailed protocols regarding pre and post-operative care of Orthopaedic patients are held by the NUM of D4A</li> <li>• RMO Handbook</li> <li>• CIAP site via Intranet</li> <li>• Text Books, Journals, CDs in Registrars Library &amp; Hospital Library</li> <li>• Internet Learning</li> </ul>
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### G: TERM LEARNING OPPORTUNITIES

<p><b>Please list top 5 learning opportunities/objectives</b></p>	<p>1</p>	<p>At the end of your time on the unit we expect that you should be able to diagnose and initiate management of the following common disorders:</p> <ul style="list-style-type: none"> <li>• Trauma: Fractures, dislocations, wounds, soft tissue injuries</li> <li>• Infection of bones and joints</li> </ul>
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		<ul style="list-style-type: none"> <li>• Degenerative joint diseases</li> <li>• Metastatic bone lesions, pathological fractures</li> <li>• Stress/insufficiency fractures</li> </ul>
	2	<p>You should feel confident in the resuscitation and management of the following acute presentations:</p> <ul style="list-style-type: none"> <li>• Post &amp; pre-operative pain</li> <li>• Post &amp; pre-operative limb swelling</li> <li>• Post &amp; pre-operative vascular and neurological impairment</li> <li>• Post &amp; pre-operative acute renal, cardio-pulmonary failures, diabetes</li> <li>• Thrombo-embolic phenomena</li> <li>• Hypovolaemic shock</li> <li>• Compartment Syndrome</li> </ul>
	3	<p>You should be able to independently perform the following procedures:</p> <ul style="list-style-type: none"> <li>• Intravenous access</li> <li>• Arterial blood gases</li> <li>• Simple plasters</li> <li>• Slings</li> <li>• Bandages, dressings</li> </ul>
	4	<p>You should be confident in interpreting the following tests:</p> <ul style="list-style-type: none"> <li>• X-rays especially of limbs and pelvis</li> <li>• Chest X-ray</li> <li>• Electrolytes</li> <li>• ECG</li> <li>• FBC</li> <li>• ESR + C-reactive protein</li> <li>• CT Scan - Learn to read</li> <li>• MRI - Learn to read</li> </ul>
	5	<p>Operating sessions, present excellent learning opportunities for JMOs. Although their presence at any given session is not mandatory, they are encouraged to attend as many operating session as possible - with in workload constraints – both trauma and elective lists (of either team). JMOs must attend at least four half day sessions per term.</p>


## H: EXPECTATIONS OF THE PREVOCATIONAL TRAINEE

<b>Please list expectations</b>	<p>Intern/RMO</p> <ul style="list-style-type: none"> <li>• Full entry in patient's notes (including test results) with each patient contact</li> <li>• Discharge summaries</li> <li>• Attend Registrar Rounds (a.m. daily)</li> <li>• Attend VMO Rounds</li> <li>• Locate pre &amp; post-operative x-rays, obtain test results</li> <li>• Arrange consults</li> </ul>
	<p>Specific Duties</p> <ul style="list-style-type: none"> <li>• Attend Pre-Admission clinic</li> <li>• Attend Fracture Clinic when requested</li> <li>• Attend Theatre when requested and when ward duties allow</li> <li>• Attend 7.30am Monday Clinical Meeting</li> <li>• Attend Trauma Education meeting every 2nd Wednesday</li> <li>• Write Discharge summary in time for patient discharge.</li> </ul>

	<p>Consultants and Registrars wish to be notified regarding changes in their patient's condition. In particular regarding the:</p> <ul style="list-style-type: none"> <li>• Death of patient</li> <li>• Sudden deterioration in the physical, mental &amp; emotional condition of the patient</li> <li>• Transfer of care to another VMO</li> </ul>
<p><b>Patient Load</b> (average per shift)</p>	<p>Patient Load per trainee <input type="text" value="10"/> Patient load total for team <input type="text" value="35"/></p>
<p><b>After hours Roster</b></p> <p><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></p>	<p>The JMOs will participate in the Westmead Hospital weekend general ward overtime. In addition, the early starters on each team may participate in the evening general ward overtime. Supervision is provided by the following on site staff:</p> <ul style="list-style-type: none"> <li>• Orthopaedic Registrar on call</li> <li>• Surgical Registrar on call (pager 08452)</li> <li>• Medical Registrar</li> <li>• Anaesthetic Registrar</li> <li>• ICU Registrar</li> </ul>

## I: SIGN OFF

*Terms will not be considered unless this section is completed.*

<p><b>Revision date and by who</b> (Name and Position)</p>	
<p><b>Endorsement by Term Supervisor</b> (Name, Date and Signature)</p>	<p>Dr B Ballala Dept Head Orthopaedics</p>
<p><b>Endorsement by GCTC Chair (or representative)</b> (Name, Date and Signature)</p>	<p>Dr Andrew Baker 26/11/18 </p>

## HETI OFFICE USE ONLY – Approved by PAC or PAC Member

<p><b>Date</b></p>	
<p><b>Signature/TRIM DOC number of PAC minutes</b></p>	

**J: TERM / UNIT TIMETABLE AND INDICATIVE DUTY ROSTER**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:30-08:30 Orthopaedic X ray meeting	7:00 Registrar round	7:00 Registrar round	7:00 Registrar round	7:00 Registrar round		
Please refer to attached separate sheet for surgical timetable.			13:00-1400pm JMO Formal teaching session			
14:00 JMO Handover between morning and afternoon staff & registrar	14:00 JMO Handover between morning and afternoon staff & registrar	14:00 JMO Handover between morning and afternoon staff & registrar	14:00 JMO Handover between morning and afternoon staff & registrar	14:00 JMO Handover between morning and afternoon staff & registrar		
17:30 Registrar Round	17:30 Registrar Round	17:30 Registrar Round	17:30 Registrar Round	17:30 Registrar Round		

**Important notes about completing this timetable:**

- 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)

## ORTHOPAEDIC UNIT OPERATING TIMES

- Daily Ward Rounds occur at 7:00am
- JMO Shift Times: 07:00-17:00 M-F

<b>WEEK1</b>		
MONDAY	Orthopaedic Meeting / X-ray meeting	7:30 – 08:30
	Dr Newman (OR3) am	8:30 – 12:30
	Ortho-geriatrics Case Conference	11:00 – 12:00
	Trauma (OR3) pm	1:30 – 05:00
	Trauma (OR4) am/pm	8:30 – 12:30 / 1:30 – 05:00
TUESDAY	Dr Suttor (OR4) am/pm	8:30 – 12:30 / 1:30 – 05:00
WEDNESDAY	Dr Balalla (OR3) am/pm	8:30 – 12:30 / 1:30 – 5:00
	Dr Gray (OR4) am	8:30 – 12:30
	Trauma (OR4) pm	1:30 – 05:00
THURSDAY	Ortho-geriatrics Ward Round	8:00 - 9:00
	Dr Piper (OR3) am	8:30 – 12:30
	Registrar Fracture Clinic	8:30 – 12:30
	Hospital JMO teaching session	1:00 – 2:00
	Trauma (OR4) pm	1:30 – 5:00
FRIDAY	Dr Molnar (OR4)	8:30 – 12:30 / 1:30 – 5:00
	Orthopaedics (OR 3) am/pm	8:30 – 1:30 / 1:30 – 5:00
<b>WEEK2</b>		
MONDAY	Orthopaedic Meeting / X-ray meeting	7:30 – 08:30
	NEWMAN (OR3) am	8:30 – 12:30
	Ortho-geriatrics Case Conference	11:00 – 12:00
	Trauma (OR3) pm	1:30 – 05:00
	Trauma (OR4) am/pm	8:30 – 12:30 / 1:30 – 05:00
TUESDAY	Trauma (OR4) am/pm	8:30 – 12:30 / 1:30 – 05:00
	Dr Suttor / Ortho pm	1:30 – 05:00
WEDNESDAY	Dr Graham (OR3) am	8:30 – 12:30 / 1:30 – 05:00
THURSDAY	Dr Baba (OR 4) am	8:30 – 12:30
	Registrar Fracture Clinic	8:30 – 1:00
	Hospital JMO teaching session	1:00 – 2:00
	Dr Fox(OR4)	1:30 – 5:00
FRIDAY	Orthopaedics am/pm	8:30 – 1:30 / 1:30 – 5:00
	CHAN (OR3) am/pm	8:30 – 1:30 / 1:30 – 5:00
	Ortho-geriatrics Ward Round	

**SAMPLE WEEKLY JMO ORTHOPEDICS ROSTER – JMO Allocation by week**

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10
Intern 1	Team 1 Early	Team 1 Early	Team 1 Early	Team 1 Early	Team 1 Early	Team 1 Early	Team1&2 Late	Team1&2 Late	Team1&2 Late	Team1&2 Late
Intern 2	Team 2 Early	Team 2 Early	Team 2 Early	Team1&2 Late	Team1&2 Late	Team1&2 Late	Team 2 Early	Team 2 Early	Team 2 Early	Team 2 Early
RMO 1	Team1&2 Late	Team1&2 Late	Team1&2 Late	Team 2 Early	Team 2 Early	Team 2 Early	Team 1 Early	Team 1 Early	Team 1 Early	Team 1 Early
Intern 3	Team 3 Late	Team 3 Late	Team 3 Late	Early 3	Early 3	Early 3	Team 3 Early	Team 3 Early	Team 3 Early	Team 3 Early
Intern 4	Team 3 Early	Team 3 Early	Team 3 Early	Team 3 Late	Team 3 Late	Team 3 Late	Team 3 Early	Team 3 Early	Team 3 Early	Team 3 Early
RMO 2	Team 3 Early	Team 3 Early	Team 3 Early	Team 3 Early	Team 3 Early	Team 3 Early	Team 3 Late	Team 3 Late	Team 3 Late	Team 3 Late

**SAMPLE WEEKLY JMO ORTHOPEDICS ROSTER – Team Allocation by week**

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10
Team 1 Early	Int 1	Int 1	Int 1	Int 1	Int 1	Int 1	RMO1	RMO1	RMO1	RMO1
Team 1 Late	RMO1	RMO1	RMO1	Int 2	Int 2	Int 2	Int 1	Int 1	Int 1	Int 1
Team 2 Early	Int 2	Int 2	Int 2	RMO1	RMO1	RMO1	Int 2	Int 2	Int 2	Int 2
Team 2 Late	RMO1	RMO1	RMO1	Int 2	Int 2	Int 2	Int 1	Int 1	Int 1	Int 1
Team 3 Early	Int 3	Int 3	Int 3	Int 3	Int 3	Int 3	RMO 2	RMO 2	RMO 2	RMO 2
Team 3 Early	RMO 2	RMO 2	RMO 2	Int 4	Int 4	Int 4	Int 4	Int 4	Int 4	Int 4
Team 3 Late	Int 4	Int 4	Int 4	RMO 2	RMO 2	RMO 2	Int 3	Int 3	Int 3	Int 3