Job Description

Resident Medical Officer

Reporting to: Chief Resident Medical Officer and Medical Director

Qualifications:

• MB BCh BAO or equivalent recognised by the Irish Medical Council
• Full registration with the Irish Medical Council
• BLS / ACLS mandatory
• Experience at a senior level – a minimum of 3 years post qualification experience

MAIN DUTIES AND RESPONSIBILITIES

The Resident Medical Officer (RMO) reports to the Chief Resident Medical Officer and Medical Director and plays a key role in building and maintaining relationships between the Director of Nursing, Director of Clinical Services, Hospital Management, Consultants, Medical, Nursing Staff and the Multidisciplinary Team.

RESPONSIBILITIES

• To ensure the highest standards of patient care for all patients attending/admitted to the Hermitage Medical Clinic.
• To establish and maintain teamwork and co-operation with the multidisciplinary team i.e. Nursing, Physiotherapy, Radiology etc. to ensure maximum benefit from co-ordinated care.
• To assist the Chief RMO to maintain and develop the highest evidence based clinical and professional standards.
• To keep abreast of new developments, skills, technology, and current literature in order to initiate and respond to changes in the work environment, e.g. data analysis, clinical audit, research, etc. And to meet current CME requirements
• To fully embrace and utilise the Hospitals Information and Communications Technology including Meditech, PACS and any and all other applications.
• To keep policies and procedures under review, with regular audit, and revise as required in the light of changing service needs.
• The RMO works in co-operation with the Consultants and the Nursing team in all matters relating to patient care.

SUMMARY OF DUTIES
To assist the Chief RMO in Clinical Duties
(I) Clinical Assessment of Patients

- All patients requiring admission/readmission and/or as warranted by an unexpected change in their clinical condition.
- Patients attending Day Care and Out-Patient areas will be reviewed as appropriate following a discussion with the Head of Department.

- Patient assessment should comprise of:
  - Appropriate history and clinical examination,
  - Appropriate investigations (e.g. CXR, ECG, Lab work-up),
  - Procedural activity (e.g. blood cultures, IV cannulations and infusions, catheterisation),
  - Prescribing drug therapies or other appropriate services including physiotherapy, dietician, etc.,
  - Ensure that there are detailed notes in medical records including proper documentation and discharge summaries, where appropriate e.g. transfers, convalescence, rehabilitation.
  - Liaising with Chief Resident Medical Officer, Consultants in charge and Senior Nursing Colleagues.

(II) Prescriptions

- Prescribing may be required as warranted by a change in clinical condition, analgesic requirement, or as a courtesy on behalf of the Consultant staff.

(III) Ensure that comprehensive handover, with full patient rounds, has taken place at the beginning and end of each shift, (morning and night).

(IV) Provide a non-routine phlebotomy service and cannulation of patients as required.

(V) Carry the cardiac arrest phone and respond to all hospital emergencies, for patients, staff and visitors administering emergency care in the absence of Anaesthetics or Consultants, and continue management until such time as the Consultant is available.

(IX) To closely liaise with all Hospital Consultants and the Chief RMO

(X) Participate in compulsory Hospital based training i.e. Fire and Manual Handling renewal of ACLS/PALS when required etc.

- To carry out any other duties and responsibilities as may be assigned from time to time and at the discretion of the Chief RMO and or Medical Director.

PERSON SPECIFICATION

- Medical degree and completion of internship essential
- Excellent communication, influencing and interpersonal skills
- Previous experience teaching medical students
- Significant post registration experience in the practice of medicine

MEDICAL INDEMNITY SCHEME

A Medical Indemnity Scheme will be provide by the Hermitage Medical Clinic.

CONFIDENTIALITY
In the course of employment, access to or information concerning the medical or personal affairs of patients and/or staff, or other health services business, such records and information are strictly confidential and, unless acting on the instruction of an authorised officer, on no account must information concerning staff, patients or other health service business be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manor that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

This job description is to provide a guide to the main responsibilities of the post. At all times it is expected that the highest standards of professionalism are applied and that the duties as are normally expected of this post are fulfilled.