



Role Description

Job Ad Reference	H24CHQ576123	Classification	L4 – L9 (<i>Registrar</i>) L10 – L13 (<i>Senior Registrar</i>)
Role title	Paediatric Otolaryngology Head & Neck Surgery Fellow	Salary	\$4,966.90 - \$5,758.70 (Registrar) fortnight \$6,334.30 - \$6,980.10 (Senior Registrar) fortnight
Status	Temporary Full Time	Closing date	30 June 2025
Unit/Branch	Paediatric Otolaryngology Head & Neck Surgery (ENT)		
Division/ Hospital and Health Service	Queensland Children's Hospital Children's Health Queensland Hospital and Health Service	Contact Name	Dr Nicola Slee
Location	South Brisbane	Contact Number	07 3068 4508

About Children's Health Queensland Hospital and Health Service

Children's Health Queensland Hospital and Health Service (CHQ HHS) is a recognised leader in paediatric healthcare, teaching and research. With a dedicated team of more than 4,500 people, our point of difference is in the way we provide care to children, young people and their families every day. This is through our steadfast commitment to providing patient and family-centred care at every level of our service and our continuous drive for service and operational excellence.

Our Vision

Leading life-changing care for children and young people - for a healthier tomorrow.

Our Purpose

To offer the best: safe, expert, accessible child and family-centred care for children and young people.

Our Values

Respect – teamwork, listening, support - *We listen to others*

Integrity – trust, honesty, accountability - *We do the right thing*

Care – compassion, safety, excellence - *We look after each other*

Imagination – creativity, innovation, research - *We dream big*

For further information please visit the [CHQ HHS](#) website.

Your Opportunity

The position of Paediatric Registrar (in the role of Paediatric Advanced Trainee Fellow) will:

- The Fellow in Paediatric Otolaryngology Head & Neck Surgery will provide care to assigned patients, under the supervision and guidance of Consultant Senior Medical Officers and in accordance with the standards of the discipline and the ethics of the medical profession. The Fellow will take primary responsibility for the day to day care of public patients and may be asked to participate in the care of private patients admitted by full-time staff specialists or Visiting Medical Officers.
- The ENT Unit comprises 14 Visiting Consultants and a full time Director. Outpatient and operating experience offered to the Fellow can include cochlear implant surgery (& other implantable hearing devices), microtia clinic, rhinology & skull base services, tertiary airway management in neonates & children, tracheostomy care & management, combined cleft palate / VPI clinics, vascular anomalies clinics, head and neck oncology, and advanced general paediatric ENT.
- A comprehensive Outpatient service is provided from a dedicated Departmental ENT Outpatient site within the hospital and there are close to 70 operating theatre sessions per month across the entire spectrum of advanced paediatric ENT.
- Deliver medical services through participation in clinical duties at Fellow level and in accordance with the policies, practices and Values of the Children's Health Queensland Hospital and Health Service.
- Demonstrate commitment to evidence based practice, research and quality improvement activities, including undertaking clinical audits and clinical risk management activities.
- Assist in the professional development of junior medical staff and the training of medical and allied health students.

Your Role and Responsibilities

You will fulfil the accountabilities of this role in accordance with the CHQ HHS core values and as outlined below.

Generic Responsibilities

- Undertake regular assessment and performance review, actively participate in unit and facility based educational programs and meet mandatory training requirements.
- Role model professionalism with respect to confidentiality, patient dignity, effective communication at primary patient care level and with staff, and the completion/maintenance of accurate and comprehensive medical records.
- Actively participate in teaching and supervision of Junior Medical Staff, Medical Students and other members of the multidisciplinary team. Undertake skills-based training to support this role.
- Contribute to a positive organisational culture, role model appropriate behaviour in accordance with the Code of Conduct for the Queensland Public Service and provide Senior Registrar representation on hospital committees.
- May be required to work shifts, including weekends and public holidays, and/or be on-call including contribution to the General Paediatric After Hours and Weekends Roster.

Specific Responsibilities

- Develop a positive culture within the Division which encourages and recognises high performance, builds leadership capabilities and supports staff to maximise their health and wellbeing.

Clinical

- Delivery of paediatric ENT services through participation in clinical duties at the level of a Fellow and in accordance with the policies and practices of the CHQHHS.
- Provides effective interaction at a primary patient care level, through ensuring patients and parents/care givers are informed about their medical care and involved in decision making.

- Actively participates in evidence based practice and research.
- Ensure appropriate and timely summary documentation through all phases of patient care, by completing patient progress notes, correspondence and reports including discharge planning and discharge/functional outcome reports.

Educational and Professional Development

- Meets training requirements by actively participating in educational duties including: Department clinical meetings; postgraduate training of registrars; Hospital Grand Rounds; surgical procedural skills training; hospital based resident training and consultant-based teaching.
- Participate as part of a multidisciplinary team by adopting attitudes consistent with a team approach to the management of disability, and exhibiting the social and ethical behaviour required for a senior staff member in Paediatric Otolaryngology Head & Neck Surgery (ENT).
- Senior registrars/advanced trainees and fellows will contribute to medical student and junior medical staff teaching. The teaching opportunities include specialty unit specific teaching and broader hospital wide teaching programs. All clinical teachers are entitled to apply for a University of Queensland Academic Title at the level of Associate Lecturer (registrars) or Lecturer (Fellows with the FRACP or equivalent.) Medical student teaching commitments will be negotiated at the commencement of each semester with allowance made for workload and planned leave. Fellows are expected to assist in the professional development of junior medical staff and act as role models.
- It is intended that the Fellow will both maximise their own professional development with a view to completing their specialist training in Paediatric Otolaryngology Head & Neck Surgery (ENT).

Research

- Completes quality improvement activities by undertaking clinical audits and clinical risk management activities on an annual basis.
- Develop the skills of critical evaluation of published research and the ability to design research projects by participating in all professional development activities required by the Faculty of Rehabilitation Medicine/ Royal Australian College of Paediatrics and the Department of Paediatric Rehabilitation.
- Meet minimum requirements of the Fellowship by completing a Clinical Research Proposal or quality project.

Position Reports To

- Reports directly to the Director, Paediatric Otolaryngology Head & Neck Surgery (ENT), Children's Health Queensland for operational and professional issues.

Staffing and Budgetary Responsibilities

- Nil Requirements.

Qualifications/Professional Registration/Other Requirements

- MBBS or equivalent level medical qualification that is recognised by the Medical board of Australia.
- Current registration with/or eligible for registration with the Medical board of Australia through the Australian Health Practitioner Regulation Agency (AHPRA) as a medical practitioner.
- Possession of Fellowship of the Royal Australasian College of Surgeons (FRACS) is desirable but consideration will be given to applicants of Senior Registrar status with similar level appropriate qualifications.

- Applicants must provide documentary evidence of compliance before they can be appointed, inclusive of certified copies of qualifications held, current registration certificates, and evidence of relevant immunisations.
- Queensland Health has a pre-engagement screening policy that is another step towards protecting patients, employees and the wider community.
- It is a condition of employment for this role for the employee to be, and remain, vaccinated against the following vaccine preventable diseases during their employment ([Health Employment Directive No. 01/16](#)):
 - measles, mumps, rubella (MMR)
 - varicella (chicken pox)
 - pertussis (whooping cough)
 - hepatitis B
 - tuberculosis

How will you be assessed?

You will be assessed on your ability to demonstrate the following key attributes against our [values](#). Within the context of the '**Your Role and Responsibilities**' described above, the ideal applicant will be able to demonstrate the following:

- Proven ability to deliver clinical services at the Fellow level.
- An ambition to further develop your skills as a paediatric ENT surgeon leading to a career in the subspecialty.
- The desire to advance the contemporary knowledge in the field of Paediatric ENT Surgery.
- Proven ability and willingness to function as a team member within a multidisciplinary team, through the use of well-developed professional communication, interpersonal and negotiation skills.
- Demonstrated commitment to patient safety, quality improvement, clinical risk management, and evidence based practice and research for improving performance including experience in clinical research.
- Professional Development: Demonstrated commitment to professional development of self and others including ability to provide clinical support, supervision and/or mentoring to other professional staff and students.

Your Application

Please provide the following information for the Selection Panel to assess your suitability:

1. **A written response of no more than 2 pages** addressing your ability to meet the requirements of the role listed under 'How will you be assessed?' and within the context of the 'role and responsibilities'.
2. **Your current CV or resume**, including two referees that can attest to your performance and conduct in the workplace. Referees should have a thorough knowledge of your capabilities, work performance and conduct within the previous two years, and it is preferable to include your current/immediate/past supervisor. By providing the names and contact details of your referee/s you consent for these people to be contacted by the selection panel. If you do not wish for a referee to be contacted, please indicate this on your resume and contact the selection panel chair to discuss.
3. **Application form** (only required if not applying online).

Additional Information for Applicants

- For details regarding salary information, leave entitlements, flexible working arrangements and other benefits please refer to the attached Applicant Information and Guide or visit the [Queensland Health website](#).
- All relevant health professionals (including registered nurses and medical officers) who in the course of their duties formulate a reasonable suspicion that a child or youth has been abused or neglected in their home/community environment, have a legislative and a duty of care obligation to immediately report such concerns to Child Safety Services, Department of Communities.
- Pre-employment screening, including criminal history and disciplinary history checks, may be undertaken on persons recommended for employment. Roles providing health, counselling and support services mainly to children will require a Blue Card.
- Employees who are permanently appointed to CHQ HHS may be required to undertake a period of probation appropriate to the appointment.
- Applicants will be required to give a statement of their employment as a lobbyist within one month of taking up the appointment. Details are available at the [Public Service Commission Lobbyist Disclosure Policy](#)
- Applicants may be required to disclose any pre-existing illness or injury which may impact on their ability to perform the role. Details are available in [Section 571 of the Workers' Compensation and Rehabilitation Act 2003](#).
- Hepatitis B vaccination or proof that you are not susceptible to hepatitis B is a condition of employment for all staff that will have direct contact with patients of who in the course of their work may be exposed to bodily fluids/blood or contaminated sharps.
- It is a condition of employment for this role for the employee to be, and remain, vaccinated against the following vaccine preventable diseases during their employment ([Health Employment Directive No. 01/16](#)):
 - measles, mumps, rubella (MMR)
 - varicella (chicken pox)
 - pertussis (whooping cough)
 - hepatitis B
 - tuberculosis

NOTE that subsequent evidence must be provided of future vaccination in respect of pertussis (whooping cough) as recommended in *The Australian Immunisation Handbook*.

- Travel may be a requirement.
- Applications will remain current for 12 months and may be considered for other vacancies which may include an alternative employment basis (temporary, full time, part time).

