

TERM DESCRIPTION

Palliative Care

DOCUMENT VERSION: 10 July 2017																
FACILITY: Calvary Health Care Bruce																
TERM NAME: Palliative Care																
TERM SUPERVISOR: Dr Suharsha Kanathigoda																
CLINICAL TEAM:		Dr Suharsha Kanathigoda, Dr Susanne Rainsford All Staff Specialists can be contacted through Clare Holland House Reception on 62647300.														
ACCREDITED TERM FOR :		<table><tr><td></td><td>Number</td><td>Core/Elective</td><td>Duration</td></tr><tr><td>PGY1</td><td></td><td></td><td></td></tr><tr><td>PGY2+</td><td>1</td><td>Core Medical</td><td>13 Weeks</td></tr></table>				Number	Core/Elective	Duration	PGY1				PGY2+	1	Core Medical	13 Weeks
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PGY2+	1	Core Medical	13 Weeks													
OVERVIEW OF UNIT OR SERVICE		Clare Holland House (CHH) is a 19 bed, stand alone, hospice unit located in Menindee Drive, Barton. Admissions to the hospice are under care of either Dr Kanathigoda or Dr Rainsford with the team consisting of the PGY2 JMO, a Palliative Care Advanced Trainee as well as nursing, Social Work, Counsellor, Pastoral Care, Physiotherapy, Occupational Therapy staff and Volunteers. Admissions to the unit are arranged following review by the Palliative Care Specialist involved on a planned or semi-urgent basis. Hospice admissions may be arranged for acute symptom management, medical assessment, respite care or end-of-life care. The normal working day is from 0830-1700. The PGY2 JMO will also participate in night and evening duties; and the after- hours roster at the Calvary Public Hospital, Bruce campus.														
REQUIREMENTS FOR COMMENCING THE TERM:		There are no prerequisites for commencing this term.														
ORIENTATION:		The Palliative Care Unit provides a comprehensive orientation program which includes: <ul style="list-style-type: none">• Supervision (Dr Suharsha Kanathigoda)• Responsibilities (Dr Suharsha Kanathigoda)• Rachel Bilton-Simek Palliative Education Coordinator supervisor for:• Rounding schedule• Starting times• Responsibilities														

	<ul style="list-style-type: none"> • Tour of the unit • Weekly schedule • Clinical policies
JMOs CLINICAL RESPONSIBILITIES AND TASKS:	<ul style="list-style-type: none"> • To ensure continuity of patient care by attending daily ward handover meeting. • To admit patients on arrival in ward. • To provide continuing care of all patients under the supervision of your registrar. • To ensure appropriate documentation is up to date including a daily review of the patient's condition, a review of current management and outlining future plan. These must be legible. • Electronic Discharge Referrals should be up to date and preferably a copy given to the patient on discharge to take to their GP, in other cases they must be completed within 3 days of discharge. The referral must include a complete list of medications on discharge. • To attend ward rounds. • To attend patient conferences & to assist in careful discharge planning. • To ensure that all medication sheets are up to date. • To arrange investigations and follow up results. Ensure the registrar is aware of abnormal results. • To attend and participate in education sessions with case presentations as requested. • The PGY2 is responsible for the effective handover at the end of the term to the incoming PGY2 on rotation.
SUPERVISION:	<p>IN HOURS:</p> <p>The PGY2 JMO is supervised by the registrar & Staff Specialist during the day</p> <p>Staff Specialists are happy to be called if there is a problem and can be contacted via switchboard.</p>
	<p>AFTER HOURS:</p> <p>The PGY2 JMOs participate in night and evening duties; and the after- hours roster at the Calvary Public Hospital, Bruce campus.</p>
STANDARD TERM OBJECTIVES:	<p>CLINICAL MANAGEMENT:</p> <ul style="list-style-type: none"> • To become proficient in history taking, ensuring all relevant information is obtained. • To perform a thorough physical examination and be able to elicit physical signs. • To develop a provisional plan of investigation and management based on a provisional diagnosis and differential diagnosis. • To use laboratory and radiological investigations for clearly specified purposes within the context of palliative care. • To develop organizational skills and effective time management. • To gain experience and proficiency in working in a multidisciplinary team. • Understand the management of palliative care patients across the spectrum of admission settings, including recognition of terminal phase. • Understand the management of pain, other common symptoms and end-of-life care. • Develop proficiency and confidence using opioid analgesics, including opioid conversion and management of common side-effects.
	<p>COMMUNICATION:</p> <ul style="list-style-type: none"> • To be able to communicate with patients and their families about the patient's illness and future plans.

	<ul style="list-style-type: none"> To be able to communicate with patients and families about end-of-life care in a sensitive and appropriate manner. To be able to communicate with external health care professionals, including the GP, about the patient and to ensure good follow up care on discharge. To communicate effectively with hospice staff involved with the patient including the Specialist & the registrar. To be able to communicate effectively via the written medical record with appropriate documentation of clinical findings and the clinical plan. Be able to communicate with nursing staff regarding the clinical plans for each patient. Participate in Team Meetings and Family Conferences as required.
	PROFESSIONALISM: <ul style="list-style-type: none"> To show enthusiasm and initiative for learning. To be willing to teach and assist other staff. To demonstrate a desire for self directed learning. To be punctual, reliable and honest and behave in an ethical manner to patients and staff, with respect for confidentiality. To be prompt and efficient in the management of work and show good prioritisation of tasks. To be committed to good patient care and good relations with other staff.

TIMETABLE (the timetable is not intended to be a roster but rather a guide to the activities that the JMO should participate in during the week)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	0900 Ward Handover Meeting	0900 Ward Handover Meeting	0830 Journal Club	0900 Ward Handover Meeting	0830 Education Session		
	0930 Ward Round	0930 Ward Round	0930 Ward Round	0930 Ward Round	0900 Ward Handover Meeting		
PM			1130am Ward Interdisciplinary Meeting.	1330 Education Session	1000 Ward Round		

PATIENT LOAD:

19 patients shared with Palliative Care Advanced Trainee.

OVERTIME

Average hours per week

ROSTERED: 4.8 hours.

UNROSTERED: Average of 4 hours per fortnight which can change due to seasonal changes or activity

EDUCATION:	<p>The PGY2 is expected to attend all medical education sessions and encouraged to attend other In-Service sessions at Clare Holland House as workload allows.</p> <p>The PGY2 is expected to be competent in insertion of IV cannula.</p> <p>Education Resources</p> <p>The CHH library holds a small range of Palliative Care texts and Journals. Internet access to a range of databases including Medline, CINAHL, Cochrane Library, HIAP and AustHealth is available as required. Therapeutics guidelines, Martindale and Medicines Handbook are all available on the Hospital Intranet, as are a range of clinical policies and procedures.</p>
ASSESSMENT AND FEEDBACK:	<p>The Term Supervisor will provide formal assessment and feedback using the one 45 system assessment forms at mid-term and at the end of term. In completing the Assessment Form, the Term Supervisor will consult with other members of the team (AMOs, registrars, nurses and other professional staff).</p> <p>It is the JMO's responsibility to ensure that the term supervisor completes a mid-term and end of term assessment.</p>
ADDITIONAL INFORMATION:	<p>Scope of Practice:</p> <p><u>http://connect.calvarycare.org.au/committees/CHCBrucePolicyCommittee/_layouts/15/WopiFrame.aspx?sourcedoc=/committees/CHCBrucePolicyCommittee/Shared%20Documents/Health%20Professional%20Credentialling%20policy.docm&action=default&DefaultItemOpen=1</u></p>

Term Supervisor Signature:



Date:

16, 7, 18