



THE EASTERN REGIONAL HEALTH AUTHORITY

POSITION DESCRIPTION

1. JOB TITLE REGISTRAR (UROLOGY)	2. DIVISION SANGRE GRANDE HOSPITAL	3. DEPARTMENT UROLOGY
4. ORGANISATIONAL RELATIONSHIP The Registrar (Urology) will report to the designated Head of Department/Specialist Medical Officer (Urology).	5. NATURE & SCOPE The Registrar (Urology) is responsible for diagnosing and administering general medical and Urology treatment to patients in a hospital or through extension services at a Clinic or other designated area. Work may entail performing minor surgical procedures. Work may also include the supervision of lower-level House Officers and duties are performed with considerable independence and reviewed by a professional superior through observations, consultations and analysis of findings and reports.	
6. SPECIFIC ACCOUNTABILITIES The Registrar: <ul style="list-style-type: none"> <input type="checkbox"/> Provides on call coverage in the field of Urology at the Sangre Grande Hospital. <input type="checkbox"/> Performs ward rounds and consultations in collaboration with the Specialist Medical Officer (Urology) on patients referred to the Urology service. <input type="checkbox"/> Collaborates with the Specialist Medical Officer (Urology) for Urology clinic. <input type="checkbox"/> Examines patients, diagnoses, advises and carries out necessary treatment plans including chemotherapy delivery. <input type="checkbox"/> Supervises House Officers and medical interns with a view to building competencies. <input type="checkbox"/> Refers patients to professional superiors for more detailed attention as may be necessary. <input type="checkbox"/> Performs medical examinations on inpatients and outpatients; diagnoses and makes prognoses; makes ward rounds; write and maintain up-to-date case records and make necessary medical reports. <input type="checkbox"/> Prescribe and carry out treatment in light of examination findings. <input type="checkbox"/> Implement preventative procedures outlined for the protection and promotion of Public Health. <input type="checkbox"/> Participate in immunization procedures against infectious or communicable diseases as directed. <input type="checkbox"/> Provide professional services in the Nutrition services and other specialist fields. <input type="checkbox"/> Undertake medico-legal duties as may be reasonably required to him/her with specialist advice if necessary. <input type="checkbox"/> Perform related work as may be required by the appropriate Authority. 		
7. KEY KNOWLEDGE, SKILLS AND ABILITIES <ul style="list-style-type: none"> <input type="checkbox"/> Knowledge of Public Health Ordinances and of medical jurisprudence. <input type="checkbox"/> Considerable knowledge of the principles and practices of Internal Medicine and Urology including the diagnosis and treatment of common diseases. <input type="checkbox"/> Considerable knowledge of the principles and practices of preventative medicine. <input type="checkbox"/> Some knowledge of administrative practices and procedures, rules, regulations policies and standards related to medical services. <input type="checkbox"/> Ability to supervise and aid in the development of junior medical staff. <input type="checkbox"/> Ability to examine patients, diagnose disease and to prescribe and administer necessary treatment. <input type="checkbox"/> Ability to performs minor surgical procedures inclusive of, but not limited to paracentesis, pleurocentesis would be an asset. <input type="checkbox"/> Ability to gain the co-operation and confidence of patients and to establish and maintain effective working relationships with other employees and the public. 		

8. MINIMUM TRAINING AND EXPERIENCE

- Post graduate qualifications in the field of Urology.
- Training as evidence by the possession of a Bachelor of Medicine and Bachelor of Surgery from a recognized school of medicine.
- Possession of a Specialist Registration in the field of Urology from the Medical Board of Trinidad and Tobago.
- A minimum of at least five (5) years experience in the field of Urology.
- Any equivalent combination of experience and training.

9. SUPERVISORY RESPONSIBILITIES

- House Officer
- Medical Interns
- Medical Students

10. COMMUNICATION AND WORKING RELATIONSHIP

Internal:

- Specialist Medical Officer (Urology)
- Head of Department (Haematology/Urology & Palliative Care)
- Medical Director
- Medical, Nursing and Para Clinical personnel
- Other Heads of Department

External:

- Other Regional Health Authorities
- Private Medical Institutions
- Ministry of Health
- Medical Board of Trinidad and Tobago
- University of the West Indies