



THE EASTERN REGIONAL HEALTH AUTHORITY

POSITION DESCRIPTION

1. JOB TITLE SPECIALIST MEDICAL OFFICER (ANAESTHESIA/INTENSIVE CARE)	2. DIVISION SANGRE GRANDE HOSPITAL	3. DEPARTMENT INTENSIVE CARE UNIT
4. ORGANISATIONAL RELATIONSHIP The Specialist Medical Officer will report to the Head of Department (Anaesthesia/Intensive Care).	5. NATURE & SCOPE The Specialist Medical Officer is responsible for administering medical treatment to patients at a hospital in the specialist field of Anaesthesia/Intensive Care. Work involves serving as Consultant to lower level Medical Officers and attending clinics and wards to treat patients.	
6. SPECIFIC ACCOUNTABILITIES The Specialist Medical Officer (Anaesthesia/Intensive Care): <ul style="list-style-type: none"> <input type="checkbox"/> Organizes, plans and directs all activities in a hospital or perform specialist medical work in a specialist hospital or unit of a large General Hospital. <input type="checkbox"/> Establishes work schedules and ensure efficient and adequate medical coverage and participants in Hospital training programmes. <input type="checkbox"/> Initiates and direct staff conferences to discuss medical problems for instructional purposes. <input type="checkbox"/> Performs emergency medical interventions and procedures within the scope of practice of Anaesthesia/Intensive Care. <input type="checkbox"/> Directs and supervise the work of junior medical officers. <input type="checkbox"/> Administers emergency medical treatment to patients and serve as a Consultant to Medical Officers of a more junior level. <input type="checkbox"/> Imparts standards of medical practice to both undergraduate and post-graduate students who are assigned to your unit from time-to-time. <input type="checkbox"/> Coaches and mentors junior staff members assigned to the department. <input type="checkbox"/> Implements and supervises the standard, format and accuracy of the reports of all patients under your care and to review these from time-to-time. <input type="checkbox"/> Ensures the maintenance and upkeep of agreed standards of medical care for patients. <input type="checkbox"/> Trains junior medical officers, nurses and nursing assistants, and other hospital staff, in the appropriate practice and policies of Anesthesia/Intensive Care, or other persons as part of outreach programmes. <input type="checkbox"/> Performs 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"/> Extensive knowledge of the principles, practices, techniques and modern developments in Internal Medicine and Intensive Care Unit. <input type="checkbox"/> Knowledge of the administrative practices and procedures, rules, policies and standards related to the Intensive Care Unit of the Hospital. <input type="checkbox"/> Ability to examine patients, diagnose, prescribe and administer necessary treatment in the Intensive Care Unit field of specialization. <input type="checkbox"/> Ability to organize and supervise the work of lower level medical officers, and to guide and advise them on medical matters. <input type="checkbox"/> Ability to gain the confidence and co-operation of patients and to establish and maintain effective working relationships with other employees and the public. 		
8. MINIMUM TRAINING AND EXPERIENCE <ul style="list-style-type: none"> <input type="checkbox"/> Possession of a Medical Degree from a recognized school of medicine supplemented by the possession of a specialist training in the field of Anaesthesia/Intensive Care. <input type="checkbox"/> Registered with the Medical Board of Trinidad and Tobago as a Medical Practitioner and as a Specialist in the relevant field. <input type="checkbox"/> A minimum of seven (7) years' working experience in the field of Anaesthesia/Intensive Care. <input type="checkbox"/> Any other relevant experience in a similar field and/or environment. 		

9. SUPERVISORY RESPONSIBILITIES

- Registrar
- House Officer
- Medical Interns
- Medical Student

10. COMMUNICATION AND WORKING RELATIONSHIP

Internal:

- Medical Director
- Head of Department
- Manager-Hospital Administration
- Medical and Nursing personnel
- Other Heads of Department

External:

- Medical Specialist in other Regional Health Authorities
- Medical Specialist in other private sector organizations
- Ministry of Health
- Medical Board of Trinidad and Tobago
- University of the West Indies
- Clients and Family members