

**Sydney/Sydney Eye Hospital**

# **Honorary Oculoplastic Fellowship**

**Position Description**

## About

The Sydney Eye Hospital, established in 1882, is the largest eye hospital in the southern hemisphere. The hospital was originally the ophthalmic department of the old Sydney 'Infirmity' (Sydney Hospital), which was founded with the settlement of the Colony in 1788.

In 2022, Sydney Hospital and Sydney Eye Hospital (SSEH) is a public hospital specialising in Ophthalmology, Hand Surgery, Drug & Alcohol and Sexual Health within the South-eastern Sydney Local Health District (SESLHD). There is a separate Eye Emergency Department as well as a General Emergency Department.

The Hospital has a long-standing reputation for treating complex patients, attracting referrals on a state-wide and national basis.

The Hospital is a teaching hospital with an onsite ophthalmic academic unit for Sydney University and has academic associations with the University of NSW and the University of Technology, Sydney.

## Position Details

<b>Position Title:</b>	Honorary Oculoplastic Fellowship
<b>Reports To:</b>	Director of Clinical Services and Unit Head
<b>Responsible For (Staff):</b>	Fellow is not responsible for staff but is involved in both formal and informal teaching of Registrars, Residents, Medical students and Allied Health Professionals.
<b>Division:</b>	Clinical Services
<b>Unit:</b>	Ophthalmology
<b>Award:</b>	Funded externally by Sydney Eye Hospital Foundation with a stipend of \$55,000 PA
<b>Location:</b>	Sydney/Sydney Eye Hospital is located on 8 Macquarie Street – Sydney NSW 2000.

## Fellowship Overview

Oculoplastic Fellows will work with the following consultants:

- Dr Michael Davies
- Dr Catriona Downie
- Dr Hugo Lee
- Dr Simon Taylor
- Dr Jessica Tong
- A/Prof Krishna Tumuluri

### Main Duties and Responsibilities

- Work as part of, and contribute to a multi-disciplinary team
- Provide assistance to registrars in the day to day care of inpatients
- Provide assistance to the Outpatient Clinic  
*NOTE: Over 50% of the fellowship is spent in the outpatient clinic working under the supervision of the Ophthalmologists.*
- Provide assistance to Acute Ophthalmic Service (AOS)  
*NOTE: AOS clinic provides follow-up for patients who have been referred from the Eye Emergency department. Participation in this clinic provides fellows with the opportunity to organise and triage their own subspecialty referrals, and to maintain their clinical skills in other ophthalmic subspecialties.*

- Attend operating sessions (under the supervision of the attending Ophthalmologist)
- Provide assistance to the Eye Emergency Department to assess ophthalmic problems and advise on care (under the supervision of the attending Ophthalmologist)
- Attend all relevant Clinical Meetings.
- Participation in Grand Rounds and Ophthalmic Teaching Sessions.
- Participate in clinical and laboratory research activities.
- Participation in the Postgraduate Teaching Program
- Participation in Clinical Risk Management.
- Teaching and supervising of Ophthalmic Registrars/Residents in wards, clinics, operating.
- To remain on the on-call roster for after-hours (for duration of Fellowship).
- To fulfil duties as outlined in the position description.
- Compliance with all legislative, policy/protocol requirements in relation to SSEH.
- Provide a report upon the completion of your Fellowship outlining your experience.
- To exercise independent judgement initiative and problem-solving skills, in consultation with supervising medical staff as needed.
- Attend hospital wide medical and surgical grand rounds.
- Participate in Research Clinics both in house and international multi-centre clinical trials
- Provide an appropriate handover to the next arriving Fellow.
- Fellow may require affiliation with the University of Sydney, through research undertaken at the Save Sight Institute (SSI) located at 8 Macquarie St, Sydney NSW.

### Main Goals and Objectives

- Develop strong working relationships with a multidisciplinary workforce.
- Understand and be committed to organisational mission and goals.
- Ensure a high standard of medical care and documentation for all patients.
- Acquire the knowledge and skills required for critical assessment of the research literature and to become a productive clinical investigator.
- The fellow is encouraged to undertake projects of their own in consultation with their consultants.

### Key Performance Areas

- The Fellow has a nominated Supervisor who will undertake quarterly performance assessment and review.
  - This includes the assessment of clinical skills and knowledge base, clinical judgement, decision making, emergency skills, procedural skills, communication, teamwork, and professional responsibility.
- We expect our Fellows by completion of the one-year fellowship to:**
- Have an advanced understanding of the assessment and management of the breadth of common oculoplastic and lacrimal problems including eyelid malposition (entropion, ectropion, eyelid retraction, eyelid ptosis), periocular skin and eyelid cancers, and problems of the lacrimal drainage system .
  - Have completed under supervision more than 100 operations for oculoplastic and lacrimal problems.
  - Have a developing understanding of the principles of assessment and non-surgical & surgical management of orbital diseases. Undertake orbital surgery under direct supervision.
  - Understand the role of Histopathology in the management of Oculoplastic and Orbital disease, including the indications for tissue biopsy and interpretation of Histopathology reports.
  - Understand the role of imaging studies in the management of Oculoplastic and Orbital disease, including the indications for different imaging modalities and the interpretation of Radiology images and reports.
  - Have Contributed to the teaching responsibilities and research output of the Department members, with an aim of contribution to the literature.

Due to the patient population attending the Sydney Eye Hospital , the Fellowship offers very limited exposure to Paediatric Oculoplastic Surgery and multi-disciplinary trauma.

### Induction Training

All new Fellows that commence at the beginning of the Clinical Year will attend Junior Medical Officer (JMO) Orientation that is conducted by the Hospital's Medical Administration in addition to individual orientation provided by the Clinical Supervisor. Fellows that commence in July will need to liaise with SEHF Fellowship Coordinator to organise the following training:

- Pharmacy Orientation

- Medical Records Orientation
- Basic Life Support (BLS) Training
- eMR Training & Support
- Fire & Internal Emergency Training
- PPE Testing
- Mask Fit Testing

Supervision and Timetable		
	YES	NO
At all times during normal working hours, the Fellow will have a more senior doctor on site available to help. i.e., In-hours, the Fellow is <u>never</u> the most senior doctor on site.	✓	
If the Fellow will be working after hours, on call or overnight, there will always be a more senior doctor on site available to help. i.e., After-hours, the Fellow is <u>never</u> the most senior doctor on site.		✓
The applicant is expected to supervise junior medical staff.	✓	
The applicant will be expected to do retrieval work.		✓

### Indicative Timetable

#### KEY:

- **OPC** – Outpatient Clinic
- **OT** – Operating Theatre
- **ADO** – Administration Day Off
  
- **RESEARCH** – Reading, Studies, Observation, Discussion

The position holder agrees to work in accordance with the requirements of the position and accepts to comply with policies and procedures of the Area Health Service/GP Practice.

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
	All clinics and theatre sessions are in the subspecialty of Oculoplastics				
<b>Wk 1 AM</b>	OT (Lee)	OT (Downie)	Research	Research	OT (Davies)
<b>Wk 1 PM</b>	Clinic (Lee)	Clinic (Downie)	Research	Clinic (Davies)	OT (Davies)
<b>Wk 2 AM</b>	Research	Research	Research	OT (Tumuluri)	OT (Rotating consultant)
<b>Wk 2 PM</b>	Clinic (Taylor)	Research	Clinic (Tong)	Clinic (Tumuluri)	OT (Rotating consultant)
<b>Wk 3 AM</b>	OT (Lee)	OT (Downie)	Research	Research	ADO / Eye School
<b>Wk 3 PM</b>	Clinic (Lee)	Clinic (Downie)	Research	Clinic (Davies)	ADO / Eye School
<b>Wk 4 AM</b>	Research	OT (Taylor)	Research	OT (Tumuluri)	OT (Tong)
<b>Wk 4 PM</b>	Clinic (Taylor)	OT (Taylor)	Clinic (Tong)	Clinic (Tumuluri)	OT (Tong)

<b>Applicant Signature</b>		
NAME	SIGNATURE	DATE
<b>Supervisor Signature</b>		
NAME	SIGNATURE	DATE