TO: HEADS OF ALL DEPARTMENTS
VACANCIES IN EDENDALE HOSPITAL
CIRCULAR MINUTE: EDH 14/2020

The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES:

1. The following documents must be submitted:
   • Application for Employment Form (Z83), which is obtainable at any Government Department OR from the website – www.kznhealth.gov.za
   • Certified copy of Identity Document.
   • Updated Curriculum Vitae with full record of service.
   • Certified Copy of Highest Educational Qualifications

NB: CERTIFIED COPIES SHOULD NOT BE THREE MONTHS OLDER

2. The Reference Number must be indicated in the column provided on the Z83, e.g. HRM 1/2020.

NB: Failure to comply with the above instructions will disqualify applicants.

3. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications).

4. Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of advertisement, please accept that your application was unsuccessful.

5. Edendale Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution

6. Applicants in possession of a foreign qualification must attach the evaluation Certificate from the South African Qualifications Authority (SAQA) to their applications

7. Preference will be given to the following candidates as per Employment Equity target: Any person with disability regardless of race and gender, African Male, African Female, Indian Male, Coloured Male.

8. Please note that due to financial constraints no S&T payments will be considered for payment to candidates that are invited for interview.

8. ALL APPLICATIONS SHOULD BE FORWARDED TO:
   CHIEF EXECUTIVE OFFICER OR HAND DELIVERED TO THE BOX BY THE MAIN GATE.
   EDENDALE HOSPITAL BEHIND SECURITY OFFICE
   PRIVATE BAG X 509
   PLESSISLAER 3216

FOR THE ATTENTION OF: MR. L. MAKHAYE

N.B: NO REGISTERED MAIL AND FAXED APPLICATIONS WILL BE CONSIDERED

CLOSING DATE FOR APPLICATIONS: 24 APRIL 2020

Original signed and dated by the Chief Executive Officer (copy available on request)
MRS. N.T. NXABA
CHIEF EXECUTIVE OFFICER
EDENDALE HOSPITAL

DATE: 24/03/2020
ADVERT

JOB TITLE: HEAD CLINICAL UNIT GRADE 1 ANAESTHESIOLOGY

NO OF POSTS: 01

INSTITUTION: EDENDEALE HOSPITAL

REFERENCE NO.: MED 25/2020

SALARY PACKAGE: R 1 728 807.00 – R 1 834 890.00 (All-inclusive Package)

OTHER BENEFITS: 18% Inhospitable Area Allowance, Commuted Overtime, Medical Aid: Optional (Employee must meet Prescribed Requirements)

This post will operate in conjunction with other Head Clinical Unit posts in Anaesthesia and Critical Care based in Pietermaritzburg.

REQUIREMENTS FOR THE POST

- Grade 12 Certificate,
- MBCHB Degree
- A Specialist qualification in Anaesthetics -- FCA(SA) or MMed in Anaesthesia
- Registration with HPCSA as a Specialist in Anaesthetics
- Registration with the Health Professions Council of South Africa (HPCSA) as a Specialist in Anaesthetics
- Current registration card with the HPCSA (2020-2021) as a Specialist in Anaesthetics
- Three (3) years’ experience as a Specialist in Anaesthetics after registration with the HPCSA as a Medical Specialist in Anaesthetics
- Certificate of service endorsed by HR Department

RECOMMENDATIONS

- 1 year post registration as a Specialist in Anaesthetics working in an intensive / critical care unit
- Experience in managing clinical services in a greater than 350 bed hospital
- Experience and training in Adult Critical Care
- Proven ability to provide paediatric anaesthesia including to neonates
- Proven track record in providing postgraduate teaching
- Other proven managerial experience
- Experience in a tertiary environment
- Track record of academic publications

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

- Possess sound knowledge of Human Resources Management, budgeting, planning, implementation and evaluation, information management and quality assurance programmes.
- Knowledge of current Health and Public Service legislation, regulations and policy including medical ethics, epidemiology and statistics
- Have sound up-to-date knowledge of clinical procedures, protocols and international standards of care within the discipline, including appropriate clinical use of current relevant technology.
• Be able to efficiently and appropriately assess and manage a broad spectrum of critically ill patients referred from the departments of Surgery, Orthopaedic Surgery, Surgical Specialities, Obstetrics & Gynaecology, and Internal Medicine.
• Participation in the After Hours call system is essential.

BEHAVIOURAL ATTRIBUTES
• Stress tolerance, ability to work as an integral part of a team, self-confidence, and the ability to build and maintain good relationships with colleagues, nursing staff, allied medical staff and clinicians from other disciplines.

KEY PERFORMANCE AREAS
• Manage the Anaesthetic and adult multidisciplinary regional Intensive Care Unit (ICU) and High Care department at Edendale Hospital which is a busy regional hospital
• Report to the Medical Manager at Edendale with regards to the administrative issues surrounding Anaesthesia and Critical Care Services in Edendale Hospital and will be responsible for the attendance of relevant meetings that affect the Anaesthesia and Critical Care Services within Edendale Hospital.
• Report to the Head Clinical Department Anaesthesia and Critical Care Area 2, to ensure that an efficient and acceptable standard of Anaesthesia and Critical Care patient services are maintained.
• Develop and refine Critical Care admission and discharge policies appropriate for Edendale Hospital, in line with the overall Metropolitan Critical Care policies, to ensure the fair and ethical distribution of ICU resources.
• Actively participate in, and assist in the progressive development of, training programmes across the Metropolitan Anaesthesia and Critical Care system to facilitate postgraduate training in Anaesthesia and Critical Care for Medical Officers, and for Registrars specializing in other clinical disciplines, and would need to maximize the contribution of the Edendale ICU and High Care to these training programmes.
• Accept overall responsibility for the Critical Care management of critically ill patients admitted to the Intensive Care Unit and High Care Area of Edendale Hospital
• Lead the clinical Critical Care service of a regional hospital ICU that functions as part of the Metropolitan Critical Care service by:
  a) Personally providing consultant cover and clinical leadership for the Edendale Hospital ICU and High Care wards
  b) Supervising and directing the clinical work of other Specialists working in ICU
  c) Personally providing (on a rostered duty basis) after-hours specialist consultant covers for the ICU and High Care at Edendale Hospital as well as for other ICUs in the Metropolitan Critical Care system where necessary.
  d) Currently calls are shared with the Department of Anaesthesia consultants and will therefore also entail covering Anaesthesia specialist cover in Edendale theatres and/or other hospitals in the PMB metropolitan area.
  e) Assessing pre- and post-admission high-risk patients in the wards, and providing clinical guidance to clinicians referring patients to the ICU and High Care at Edendale Hospital.
  f) Liaising with, and working with, the Critical Care services offered by the Department of Paediatrics at Edendale Hospital on matters of joint relevance to both adult and paediatric critical care.
  g) Participating in outreach programmes for the development of Critical Care services in Area 2 of KwaZulu Natal.
h) Participating in the teaching programmes co-ordinated by the Pietermaritzburg Department of Anaesthesia, Critical Care and Pain Management for vocational, postgraduate and nursing staff.

i) Undertaking appropriate clinical research and supporting the research efforts of junior staff in the Pietermaritzburg Department of Anaesthesia, Critical Care and Pain Management.

- Lead the clinical Anaesthetic service of a regional hospital theatre complex that functions as part of the Metropolitan Anaesthesia service by:
  a) Providing consultant cover in theatre daily, the ICU and High Care wards
  b) Supervising and directing the clinical work of other Specialists working in ICU
  c) Providing after-hour consultant cover in Anaesthetics and the ICU at PMB Metropolitan Hospitals
  d) Participating in pre-operative assessment of high-risk patients
  e) Peri-operative Analgesic Service
  f) Support trauma and resuscitative units
  g) 24 Hour Epidural Analgesic service in Labour (resource dependent)

- Participate in outreach programs for the development of safe anaesthetic services in Edendale Hospital catchment area

- Participate in the departmental teaching programs for vocational, post-graduate and nursing staff.

- Undertake appropriate clinical research and support the research efforts of junior staff

- The department is a training site for the Nelson Mandela School of Medicine. The occupant of this post will need to take on a significant role in this respect.

- Provide and ensure effective and efficient managerial and supervisor responsibilities by:
  a) Ensuring effective utilisation and placement of staff
  b) Maintaining discipline and ensure that staff act with integrity and professionalism within the law.
  c) Delegating duties to senior staff without lessening one’s own responsibility and accountability for actions taken on one’s behalf
  d) Liaising with hospital management regarding infrastructure needs including financial, physical, equipment, staff and support of the Anaesthetic Department and the ICU

- Maintain self-development and staff development by CPD and CME activities

- Co-ordinate participation in Quality Improvement measures by staff

- Participate in HCU, MANCO, Theatre users and any relevant hospital committee meetings

- Liaise with other Metropolitan hospitals and Medical School as and when necessary in consultation with the Head of Department.

- Supervision of postgraduate and under graduate training

- Participate in postgraduate and other relevant academic / and training programmes.

- Provide support to the Head Clinical Department Anaesthesia and Critical Care Area 2, in ensuring an efficient standard of patient care and that services are maintained.

- Assess patients, plan, initiate and supervise medical care management.

- Ensure the proper and economical use of equipment and other resources

ENQUIRES: Dr. E.K. MTHEMBU Contact: (033) 395-4005

CLOSING DATE: 24 APRIL 2020