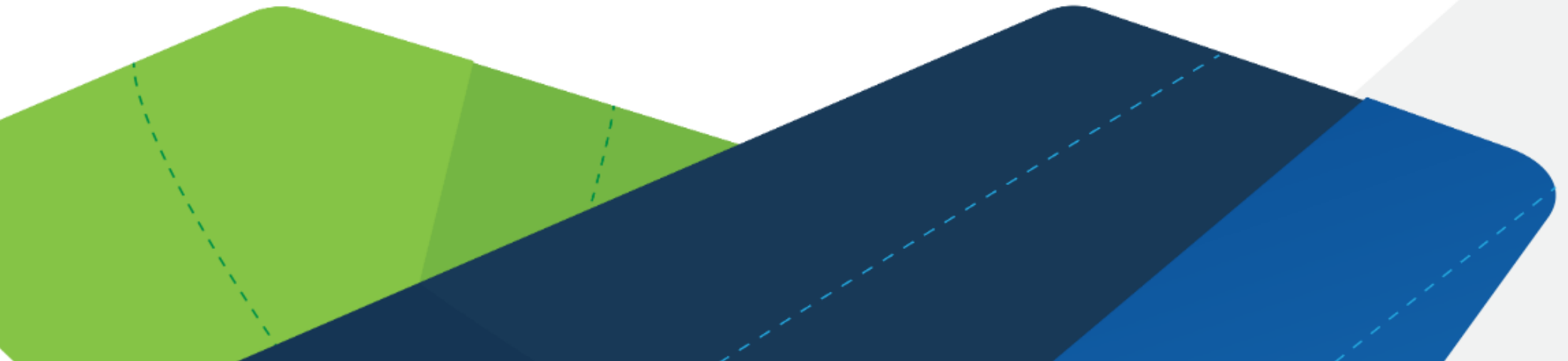


# Intern Recruitment

Frequently asked questions (FAQs)

Princess Alexandra Hospital



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# INTERN TERMS

What terms does your facility offer PGY1?

## Terms

- |  |  |
|--|--|
| • Acute Surgical Unit (two rotations per term)           | • Medical Assessment and Planning Unit (one rotation per term) |
| • After Hours Care Unit (AHCU)                           | • Neurosurgery (two rotations per term)                        |
| • Anaesthetics (two rotations per term)                  | • Ophthalmology (one 5-week rotation per term)                 |
| • Brain Injuries (one rotation per term)                 | • Orthopaedics (five rotations per term)                       |
| • Breast and Endocrine (two rotations per term)          | • Paediatrics - ED, ENT, PSUB (four rotations per term – QCH)  |
| • Cardiology (one rotation per term)                     | • Palliative Care (one rotation per term)                      |
| • Clinical Pharmacology (one rotation per term)          | • Plastic Surgery (one rotation per term)                      |
| • Colorectal Surgery (two rotations per term)            | • Psychiatry (three rotations per term)                        |
| • Dermatology (one 5-week rotation per term)             | • Renal (one rotation per term)                                |
| • Emergency Medicine - PAH, QEII (13 rotations per term) | • Respiratory Medicine (two rotations per term)                |
| • Endocrinology (one rotation per term)                  | • Spinal Injuries (two rotations per term)                     |
| • Gastroenterology (two rotations per term)              | • Stroke medicine (one rotation per term)                      |
| • General Medicine (eight rotations per term)            | • Transplant (one rotation per term)                           |
| • Geriatrics Medicine (three rotations per term)         | • Upper GI Surgery (three rotations per term)                  |
| • Hepato Pancreato Biliary (three rotations per term)    | • Urology (two rotations per term)                             |
| • Infectious Diseases (one rotation per term)            | • Vascular Surgery (one rotation per term)                     |

# TERMS for PGY2 & PGY3

What terms does your facility offer PGY2?

Terms	
• Acute Surgical Unit (ASU)	• Intensive Care Unit (SHOs – 5 places only)
• After Hours Care Unit (AHCU)	• Medical Assessment Planning Unit (MAPU)
• Anaesthetics	• Mental Health
• Brain Injuries	• Neurology
• Cardiology	• Neurosurgery
• Cardiothoracic Surgery	• Oncology
• Colorectal	• Ophthalmology
• Dermatology	• Orthopaedics
• Endocrinology	• Palliative Care (off-campus – St Vincent’s Private Hospital, Brisbane)
• Emergency Medicine	• Plastic Surgery
• ENT	• Rural Placement
• Gastroenterology	• Spinal Injuries
• Haematology	• Transplant
• Immunology	• Urology
• Infectious Diseases	• Vascular

# ACCREDITED TRAINING POSITIONS

What accredited training positions does your facility offer?

## Registrars/Principal House Officers

- **Cancer Services including:**

- Clinical Haematology
- Medical Oncology
- Nuclear Medicine
- Radiation Oncology
- Radiology

- **Surgery including:**

- Anaesthetics
- Cardiothoracic Surgery
- ENT
- General Surgery (incl. some sub-specialties e.g. Transplant, Acute Surgical Unit)
- Neurosurgery
- Ophthalmology
- Oral & Maxillofacial
- Orthopaedics
- Plastic Surgery
- Urology
- Vascular Surgery

- Palliative Care (Metro South) Respiratory Medicine

- Persistent Pain

- Psychiatry (Metro South)

- Rehabilitation Medicine

- **Medicine including:**

- Cardiology
- Clinical Immunology
- Clinical Pharmacology
- Dermatology
- Endocrinology
- Gastroenterology & Hepatology
- General Medicine
- Geriatric Medicine
- Hypertension
- Infectious Diseases
- Intensive Care Unit
- Medical Assessment and Planning Unit (MAPU)
- Nephrology
- Neurology
- Physician Training
- Rheumatology
- Sleep Medicine
- Vascular Medicine

- Medical Administration

- Sexual Health

# LENGTH OF INTERN CONTRACT

What length of contract does your facility offer?

Our Interns commencing in January are offered two-year contracts in line with medical year dates. Deferred starter interns are offered contracts ending the same date as our January intake.

- For 2025, our intern contracts will be dated to end in January 2027.

# ROTATIONS

Will there be opportunities to do term rotations at another facility? If yes, which facility/facilities will the rotation(s) be to?

Yes:

- QEII Hospital – Interns and House Officers (PGY 2 and 3)
- Queensland Children’s Hospital – Interns and House Officers (PGY 2 and 3)
- St Vincent’s Private Hospital Brisbane – House Officers only (PGY 2 and 3)

# RURAL PLACEMENT

Is rural placement part of PGY1?

No, Interns do not take part in rural placements.

# REMOTE CALL

Does your facility require remote call? If yes, what are the conditions?

Yes. Each division has an after-hours roster which includes remote call where you are required to be within 30 minutes of the hospital. You will be notified of the rostering details by the AHCU Coordinator.

# WARD CALL

Does your facility require ward call? If yes, what are the conditions?

Yes. AHCU coordinates ward call shifts for all junior doctors and is a 5-week half-term allocation. Ward call shifts include evening and weekend ward call.

# EDUCATIONAL SESSIONS

Does your facility provide educational sessions? If yes, what type of educational sessions and how often would they occur?

## Educational sessions include:

- Tuesday & Friday lunch time Resident Facility Education sessions catering primarily for interns but all junior doctors are welcome to attend. Sessions early in the year focus on ward call issues and later in the year include sessions relevant to vocational training and presentations relevant to Country Relieving.
- Unit based educational sessions.
- Comprehensive simulation teaching.
- X-Ray Tutorials
- Digital Hospital Training
- Medical and Surgical Grand Rounds
- Advanced Life Support
- Quality improvement and clinical audit education
- Clinical ethics forums run hospital-wide
- Biostatistics support available for research
- Recognition of the deteriorating patient workshops for interns



# SUPPORT FOR INTERNS

What type of support does your facility provide for Interns?

## Support for Interns is provided by the following groups:

### Medical Education Unit:

- Formal education program
- An open-door policy to provide personal and professional support to all junior doctors
- A supportive Doctors Mentor Program
- Career advice and guidance

### Medical Allocations:

- Term allocations in line with Medical Board of Australia requirements
- Term allocations will be made considering intern preferences, clinical unit requirements and other service requirements

### Junior Doctors Society:

- Weekly free lunches
- End of term drinks
- Social activities
- Academic activities

### Employee assistance program (EAP):

- The Employee Assistance Program (EAP) provides professional short-term counselling for up to six (6) sessions per calendar year for employees and their immediate family.

Counselling is provided by two external service providers:

- Lifeworks and,
- Benestar

Each service provides a short-term, solution-focused model, including referral for ongoing support, as EAP recognises that this service does not include long-term therapy.

# WORKLOAD and OVERTIME

What is the average workload per week for each term? Is overtime required? If yes, will this be paid?

This varies according to the unit. Interns and House Officers are required to work a 38-hour week. Overtime depends on the unit in which the RMO is allocated. Shift penalties and overtime are paid accordingly. Roster requests can be made to the unit four weeks prior to commencement within the unit. The PAH supports safe working hours and has a fatigue risk management system in place.

# NIGHT DUTY

Does your facility require night duty? If yes, what are the conditions?

Interns and house officers are required to complete night shifts as rostered during AHCU rotations. They may also be required to complete night shifts during Emergency Department rotations.

# LEAVE

Am I able to take leave any time during the year or will I have to be part of a leave roster?

Leave is allocated in a five-week block (half-term) and is determined based on a preferencing system and service requirements.

# LEAVE IN ADVANCE

Do I need to negotiate my leave in advance?

Who do I need to negotiate leave with and when do I need to do this by?

Interns are sent an Annual Leave preference form prior to commencement to indicate leave preferences. Interns and House Officers are advised not book holidays until annual leave allocations have been confirmed.

Pay in advance is available for all terms except in term 1A for Interns and House Officers who are new to Queensland Health.

Once all preference forms are received, Medical Allocations allocate leave in accordance with special requests. While we do our best to accommodate preferences, leave allocations cannot be guaranteed.

# RELOCATION

Does your facility provide financial assistance with relocation?

Yes. Relocation assistance for RMO's appointed to Metro South Health can be obtained through the candidate support officer [candidate.supportofficerpah@health.qld.gov.au](mailto:candidate.supportofficerpah@health.qld.gov.au) \*

Payment of appointment expenses relating to relocation shall be made at the discretion of the Health Services Chief Executive or delegate in accordance with *Medical Officers (Queensland Health) Award – State 2015* and *HR Policy D4 – Transfer and Appointment Expenses*.

*\*Please note that transfers or relocations within the same city or town area do not attract an entitlement.*

# ACCOMMODATION

Does your facility provide accommodation or financial assistance with accommodation?

No, we no longer provide financial assistance for accommodation to RMOs.

# PART-TIME or JOB-SHARE

Is part time or job share an option your facility can accommodate?

PAH does not offer stand-alone part-time Intern appointments.

Access to job share arrangements for intern applicants is not guaranteed and are at the discretion of the Executive Director of Medical Services and the Director of Clinical Training. Applicants who are interested in pursuing a job share arrangement are still subject to the ballot process.

Job-share arrangements will be considered on a case-by-case basis and are to be negotiated *prior* to the commencement of the recruitment campaign. Successful candidates would have **identical allocations** for the period of employment.

To apply for a Job-Share arrangement, applicants must do the following:

1. Find a job-share match (must belong to the same intern group – i.e. if you are a Group A, you must find a Group A match)
2. Advise the Medical Employment and Medical Education units in writing of their intention to apply for a job-share *prior* to applying through the Intern Campaign (both applicants must do this)
  - i. Provide a justification and evidence as to why they are applying for a job-share (both applicants must do this)
  - ii. Following an assessment, PAH will advise if a job-share arrangement has provisional approval (this means that *if* both applicants were to be balloted in or selected to PAH, we could accept the applicants as a job-share)
3. Apply through the intern campaign and preference Princess Alexandra Hospital first (both applicants must do this)
4. Both applicants need to be balloted in or selected to PAH, otherwise, if one candidate is balloted out to another facility they would need to apply for a transfer or vice versa (which requires approval from both facilities).
  - i. Please bear in mind that even if provisional approval is received for this arrangement, it could not be guaranteed as the balloting process and/or merit selection process will still apply. PAH is always oversubscribed and as such many candidates are balloted out to other hospitals.

# TERM 2/ MID YEAR COMMENCEMENT

Is starting in Term 2 or later an option your facility can accommodate?

PAH can accommodate a limited number of term 2 and mid-year starters. Applications are considered on a case-by-case basis. To be considered, Group A applicants are required to submit their interest prior to the opening of the Intern Campaign, following the below instructions:

- Email your CV and include an explanation as to why you require a Term 2 start to the Director of Clinical Training [MedicalEducation\\_PAH@health.qld.gov.au](mailto:MedicalEducation_PAH@health.qld.gov.au) by **Tuesday 30 April 2024**
- You will be invited for a meeting

## SWAPPING or TRANSFERS

Does your facility consider swapping or transfer requests?

If yes, what are the terms and conditions associated with a swap or transfer?

Swaps and transfers will be considered under exceptional circumstances and approved on a case-by-case basis as per the Intern Recruitment Policy.

Swaps and Transfers are only available to Group A candidates.

Balloted candidates are to provide a detailed written explanation of their situation, reason for request and current hospital allocation (sending hospital) to Medical recruiters from both the receiving hospital and sending hospital as well as the Intern Campaign Coordinator. Please refer to the Intern Recruitment Policy for further instructions.

Applications for transfers and swaps will only be accepted for consideration following finalisation of Group A offers – **Friday 19 July 2024** until the end of the *First National Audit* – **15 August 2024**. Following this, it will be up to the PAH's discretion as to whether an application can be considered.

## Transfers

To apply for a Transfer, Group A candidates must do the following:

1. Send an email outlining the reason for your request, the name of your allocated facility and the facility you would like to transfer to, to the following parties:
  - a. the PAH JMO Coordinator [pah.jmocampaign@health.qld.gov.au](mailto:pah.jmocampaign@health.qld.gov.au)
  - b. the Medical Recruiter at your balloted facility and,
  - c. the Queensland Health Intern Campaign Coordinator [intern-recruitment@health.qld.gov.au](mailto:intern-recruitment@health.qld.gov.au)

2. Complete the PAH Transfer Request Survey (this will be sent to you following completion of Step 1).
3. Obtain the following supporting documents and email these to the PAH JMO Coordinator:
  - a. **A Statutory Declaration** detailing the situation/reason for the request, and specifically detailing why they require placement at the PAH and attesting that the grounds for requesting a transfer are true genuine reasons witnessed by an authorised person, and;
  - b. **A letter of support** from someone, hand signed and dated with contact details that can attest to and support the grounds for the request.
    - i. If you have caring responsibilities, this should be a medical certificate provided by the dependant person's doctor on practice letterhead, including provider number, hand-signed and dated.
    - ii. If you have accessibility needs, are experiencing hardship or have other exceptional/extenuating circumstances, this can be from your doctor, another professional who is assisting you, or a person from your support network who knows about your situation.
    - iii. This letter of support must be hand-signed and dated with contact details provided by the supporting person.
    - iv. Please note, we may contact your supporting person to validate their support of your request (not applicable to medical certificates).

After these steps have been completed, PAH will assess your application and be in touch.

For more information on the transfer round, please refer to the Intern Application Guide - [How to apply for an internship | Careers \(health.qld.gov.au\)](#).

## Swaps

PAH may consider a 'swap' between two applicant Group A candidates. Two Applicant Group A candidates may request a swap if they wish to switch to each other's balloted hospital.

If you would like to apply for a swap, **you and the candidate you wish to swap with** must do the following:

1. Check the swap facility's FAQs to make sure they are able to accommodate swaps.
2. Provide a detailed written explanation of your situation, reason for your request, the name of the candidate you wish to swap with as well as current hospital allocations to:
  - a. the PAH JMO Coordinator [pah.jmocampaign@health.qld.gov.au](mailto:pah.jmocampaign@health.qld.gov.au)
  - b. the Medical Recruiter at your balloted facility and,

- c. the Queensland Health Intern Campaign Coordinator [intern-recruitment@health.qld.gov.au](mailto:intern-recruitment@health.qld.gov.au)

Swap applications are assessed on a case-by-case basis, are not guaranteed and require approval from both the original balloted facility as well as the Princess Alexandra Hospital. Should an application for a Swap be declined by either facility, then the swap is denied.

## INTERN: CONSULTANT RATIO

What is your facility's average intern: consultant ratio?

This depends on the structure of each unit. Intern training accreditation requires each unit to have adequate supervision by Registrars and Consultants in all units. The PAH adheres to the PMAQ accreditation requirements regards to supervision.

## FACILITY BENEFITS

What other services (e.g.: library, gym, swimming pool, close to shopping centres and public transport etc) are offered?

As per below:	
<ul style="list-style-type: none"> <li>• First class facilities and services</li> </ul>	<ul style="list-style-type: none"> <li>• Access to Buranda Centro Plaza</li> </ul>
<ul style="list-style-type: none"> <li>• Easy access to public transport               <ul style="list-style-type: none"> <li>– Dutton Park Railway Station (temporarily closed due to ongoing Cross River Rail constructions – rail busses available)</li> <li>– Park Road Railway Station</li> <li>– PAH Busway</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Cafeteria &amp; several coffee outlets located on site, including:               <ul style="list-style-type: none"> <li>– Public Café</li> <li>– Brew on two</li> <li>– Starbucks</li> <li>– Catalyst (at TRI)</li> <li>– Pacemaker (at PACE)</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• Translational Research Institute (TRI) - on campus</li> </ul>	<ul style="list-style-type: none"> <li>• Doctors common room with amenities</li> </ul>
<ul style="list-style-type: none"> <li>• Proximity to the University of Queensland via Eleanor Schonell (green) bridge</li> </ul>	<ul style="list-style-type: none"> <li>• Lifestyle program</li> </ul>
<ul style="list-style-type: none"> <li>• Undercover (paid) car parking</li> </ul>	<ul style="list-style-type: none"> <li>• Fitness Passport</li> </ul>
<ul style="list-style-type: none"> <li>• Undercover bicycle parking (free)</li> </ul>	<ul style="list-style-type: none"> <li>• Junior Doctors Society</li> </ul>
<ul style="list-style-type: none"> <li>• Library on campus</li> </ul>	<ul style="list-style-type: none"> <li>• Childcare Centre and parenting facilities</li> </ul>
<ul style="list-style-type: none"> <li>• Gym (discounted rates for PAH employees)</li> </ul>	<ul style="list-style-type: none"> <li>• Located within 4 kilometres of the CBD</li> </ul>
<ul style="list-style-type: none"> <li>• Staff lockers</li> </ul>	
<ul style="list-style-type: none"> <li>• Chapel and Prayer room</li> </ul>	

# CAR PARKING

## What parking arrangements can your facility offer?

We have two privately-owned multi-storey car parks within close proximity to PAH as well as an open-air carpark. Point Parking has an open-air car park and a multi-storey car park (waitlists apply) and First Parking has a multi-storey carpark. Both car parks offer discounted rates to PAH staff members.

# LIFESTYLE OFFER

## What sort of lifestyle can your location offer?

- Inner-city location
- Access to the Translational Research Institute onsite
- Walking distance to Buranda Shopping Complex which has a variety of food outlets, plus a supermarket, department store and pharmacy
- Free group fitness classes weekly, including:
  - Core stability
  - Fit Box
  - Super Circuit

# CONTACTS

Who do I contact for further information?

## Hospital and Department

### JMO Coordinator (Interns and House Officers)

Jo Terry

[Pah.jmocampaign@health.qld.gov.au](mailto:Pah.jmocampaign@health.qld.gov.au)

07 3176 2116

### Medical Education Unit

[Medicaleducation\\_pah@health.qld.gov.au](mailto:Medicaleducation_pah@health.qld.gov.au)

07 3176 5453

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### Medical Allocations Officer

Deirdre “Dee” Schouten

[Pah.medicalallocations@health.qld.gov.au](mailto:Pah.medicalallocations@health.qld.gov.au)

07 3176 7375

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