

IMG Orientation-self directed Checklist - NWAHS 2010

One Week Orientation 11 0 15 January 2010

Topic	Notes	MEA Sign Off and Date
Explanation of PMCT		
Code Blue/Met Call/Hospital Codes		
Overview of Hospital: The Intern year Portfolio JMO Education Expectations of JMOs Supervisory Structure		
Medical Staffing: Rosters Leave Superannuation Provider Numbers Etc		
Fire and Evacuation Orientation including Questionnaire		
Skills Training: IV Cannulation Venepuncture Catheterisation		
Infection Control		
Basic Life Support Training		
BACH , Hospital in the Home and Clinics Pre-admissions		
DHHS Agency Induction Program		
Allied Health Team		
Clinical Guidelines and Communications/Medico-legal issues incl clinical notes		
BLS Credentialing		
National Drug Chart/Discharge Prescriptions/Medication Reconciliation incl. prescribing S8 drugs – forms		
NWRH Learning Culture: Registration of OTDs Communication Courses Bridging Courses and AMC Exams Career Opportunities and Pathways English Language Australian Health System Support for OTDs Multi-cultural Officer		
Pre- and post Investigations for Surgery		
Electronic Discharge Summaries		
Making the Most of Your Intern Year		
Library and On-line Resources		

On-line Orientation

Topic	Compulsory Modules to Complete	MEA Sign Off and Date
Communication and Cultural Safety	Cultural Awareness and Medical Practice Cultural Awareness: Multicultural Australia www.doctorconnect	Check; may not be available due to funding issue at doctor connect
Orientation to the local Jurisdiction – audits, health services and facilities	National Prescribing Curriculum: Student Prescribing Modules Intern Orientation www.nationalprescribingcurriculum	
Legislation and Professional Practice	National In-patient Medication Chart e-Learning	

Other Orientation Topics to be Completed within First 3 Months of Employment

Topic	Learning Opportunities in: JMO Education Program Skills Education Program	MEA Sign Off and Date
Communication skills with senior colleagues, phone consults, discharge summaries, working in teams and clinical handover	Managing Conflict with Colleagues (JMO Ed)	
	The Disturbed or Aggressive Patient (JMO Ed)	
	Presenting Medical Cases (JMO Ed)	
	Handover (JMO Ed)	
Doctor Self-care	Career Opportunities Professional Support	
IT Systems	EIMS System (JMO Ed)	
Safe Medication Practice	Gentamicin (JMO Ed)	
	eLearning Blood Safe Package (JMO Ed)	
	Anti-coagulant Prescribing-Monitoring (JMO Ed)	
Legislation, professional practice and risk management	Working Within Your Level of Competence (JMO Ed)	
	Patient Safety and Medical Error (JMO Ed)	
	Medico-legal responsibilities (JMO Ed tbc)	
Medical Knowledge and Skills	Procedural Skills (each to be signed off) NG Tube (Skills Ed) ECG Assessment (JMO Ed) 12 Lead ECG (Skills Ed) ABG (JMO Ed and Skills) Slit lamp and ophthalmoscopy tbc Airways (MET Call Skills Sessions) Suturing (Skills Ed) Plastering (Skills Ed)	
Aseptic Technique	Theatre Skills	