

Policy for Senior Registrar/Sub-specialty training appointments: Department of Paediatrics UCT

Procedure when Senior Registrar position becoming available

1. The Head of Division informs the RMM member in charge of appointments, HOD, and CEO of any post vacancies or pending vacancies as soon as these are known.
2. The HOD of Paediatrics informs the TAG chairperson of the above.
3. The Head of Division, with assistance of HOD and RMM, participates in an active scouting process with a focus on recruiting candidates from designated groups to apply for the job. If vacancies are included in block advertisements in the press, this includes circulation of the advertisement internally from the HOD office, as well as via the Colleges of Medicine, SAPA and to HODs at other training institutions. All advertisements should follow a transparent process and search strategies should be available on request.
4. Every post advertised for the Department of Paediatrics should include an equity statement to encourage and seek equity applicants. An example is "UCT is committed to the pursuit of excellence, diversity and redress in achieving equity targets"
5. The hospital CEO at Red Cross War Memorial Children's Hospital (RCWMCH), or Groote Schuur Hospital(GSH) , the two training hospitals affiliated to the Department of Paediatrics and UCT training platform, will be informed of the post vacancy and the CEO will suggest a representative from TAG or the Registrar Management Committee with Employment Equity training to be a member of all interview panels including shortlisting
6. The TAG/RMM representative is involved in the entire recruitment and interview process
7. Benchmark for SR appointments 60% across the board (as it is a training not permanent post)

Advertisement for Sub-specialty training must indicate expanded responsibility beyond the sub-specialty:

1. Overtime requirements in the training post: Overtime in medical emergency area at Red Cross Hospital on site, cover of general paediatric and endocrine ward at GSH and cover of neonatal Unit at Mowbray maternity hospital(16-20 hours/week)
 - Any additional calls with consultant cover in the sub-specialty will be in addition to the departmental overtime requirements(these calls are for training purposes)
2. Bedside teaching to 5th year UCT students is mandatory
3. Assistance in organising student exams and registrar assessments