

JOB TITLE: Assistant Physician, Palliative Medicine

GRADE: 12

RESPONSIBLE TO: Director, King Faisal Cancer Centre

BASIC FUNCTION: Assists Consultants in the admission, on-going care and efficient discharge of patients.

PRINCIPAL DUTIES:

I. PATIENT CARE

Assistant Physician will be responsible and under the supervision of the Consultant or Associate Consultant to do the following:

1. Inpatient Service-

- a. Writes initial assessment of patients admitted on the floor, including history and physical examination as well as treatment plan.
- b. Writes admission orders, including investigations and required medications.
- c. Participates in daily rounds with Consultant Physician.
- d. Does an initial ward round prior to the Consultant Physician's round to look into any overnight problems that needed to be taken care of.
- e. Writes daily comprehensive progress notes.
- f. Arranges discharge for patients, including writing discharge orders, dictating discharge summaries and arranging follow-ups as well as discharge medications.
- g. Participates in the On-Call rota as 1st on-call.
- h. Discusses with patients after consultation with the attending physician about the plan of management and prognosis.

2. Outpatient Service-

- a. Participates in the evaluation of the new referrals in conjunction with the Consultant Physician.
- b. Sees follow-up patients.
- c. Sees patients who come as drop-ins or who come unscheduled to their treatment areas for minor problems and discusses their disposition with Consultant Physician.

3. Consultation-

- a. Sees patients on consultation as requested by different services and the Emergency Room
- b. Discusses consultation cases with the Consultant Physician for a plan of management and disposition.

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EDUCATION

EXPERIENCE & OTHER QUALIFICATIONS:



APPROVED/DATE: 15 MAR 2005	PREPARED BY:	JOB CODE: 1494	DEPARTMENT: King Faisal Cancer Centre
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**King Faisal Specialist Hospital
And Research Centre**

JOB DESCRIPTION

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PRINCIPAL DUTIES

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II. EDUCATION

- a. Participates in Grand Rounds.
- b. Participates in weekly academic activities in the Section.
- c. Does bedside teaching for residents and fellows.
- d. Participates in and prepares Journal Club topics.
- e. Participates in multidisciplinary Team Meetings.

III. RESEARCH

- a. Enrolls patients in approved clinical trials.
- b. Participates in writing prospective trials.
- c. Participates in analysis and manuscript writing of prospective trials.
- d. Participates in data collection and analysis of retrospective trials.
- e. Participates in writing of abstracts for local and international meetings.

IV. ADMINISTRATION

- a. Participates in departmental and hospital committees as determined by the Director of the Centre.
- b. Participates in the on-call *rota* schedule preparation and other duties as assigned by the Section Head.
- c. Follows all Hospital related policies and procedures.
- d. Participates in self and others' education, training and development, as applicable.
- e. Performs other duties as needed

EDUCATION

Recognized basic medical degree.
Specialist qualification in Family Medicine, Internal Medicine or Oncology.

EXPERIENCE & OTHER QUALIFICATIONS:

Two (2) years experience in related field.

APPROVED APPROVED/DATE: 16 MAR 2000	PREPARED BY:	JOB CODE:	DEPARTMENT:
	Dahish Ajarim, MD Dina Al-Kheraiji	1494	King Faisal Cancer Centre