

MONASH DOCTORS

HMO2 FAQs

How many HMO2 positions does Monash Health have?

In 2018 Monash Health will have approx 141 HMO2 positions. They are split between three streams, Surgical, Medical (BPT) and General.

How many HMO2 positions are there in each stream?

Surgical – 22
Medical (BPT) – 35
General – 80+

What criteria does Monash Health use for selecting HMOs?

All applications will only be accepted on-line via the Monash Health on-line recruitment system. HMO2 positions are matched through the PMCV Computer Match. Candidates must apply both to the PMCV and direct to Monash Health recruitment websites to be eligible for consideration.

The following information should be attached to your electronic application:

- Curriculum Vitae
- Cover letter
- Photograph
- Fit2work consent form (non MH employees only)
- Copy of 100 points of certified Identification (non MH employees only)
- Current employee Working with Children's Check
- Copy of Primary Qualification (If you are successful you will be required to provide an original certified copy to MDW)
- Monash Health will access your references via the PMCV

Further information is available in the application guidelines.

To whom should I address my application?

Applications should be addressed to Amy Zuscak, Team Leader Recruitment & Credentialing, Monash Doctors Workforce.

What if my document file size is too large for e recruit?

If any of your files are too large and you have problems loading them into your application, use a file shrinking website such <http://shrinkpictures.com/> or <http://shrinkpdf.com/> to reduce the file size.

Does Monash Health interview all applicants?

No, Monash Health interviews only a limited number of shortlisted candidates for HMO positions. Unfortunately we do not have the resources to interview all candidates. As a general

rule, three candidates are interviewed for each position. You will be notified if you are shortlisted for an interview.

What is the length of my contract?

All posts are advertised as 12 month full-time positions. Applicants seeking job-share, part-time or part-year HMO posts should highlight this in their cover letters. Monash Health supports a healthy work/life balance for all of our Junior Medical Staff members.

How do I apply for a 6 month Diploma of Obstetrics position?

The application process for Diploma of Obstetrics posts are separate to the HMO2 application process.

HMO2's wishing to complete a 12 month position incorporating the 6 month Diploma and 6 month HMO2 General Post should enter the PMCV HMO2 match. In addition to applying to the HMO2 position candidates must also apply separately to the O&G Provisional HMO & Diploma of Obstetrics position advert. Candidates must mention this in their cover letter and by answering the relevant question during the application process. Note: If matched you must undertake the 12 month position. HMO2s will be notified before the PMCV HMO2 match if they were successful to the position, which will enable them to re rank Monash Health highly (should they choose to accept), in order to be matched to Monash Health.

HMO2's wishing to complete a 6 month Diploma of Obstetrics post only should apply outside the PMCV HMO2 match (mention this specifically in your cover letter).

See the FAQ's for the Diploma of Obstetrics position for further information.

How do I apply for a Critical Care HMO position?

While the post is targeted as a HMO3 (PGY3) level position, it is not confined to PGY3 and we encourage PGY2's to note their interest in their applications. However, preference will be given to HMO3s.

How are the annual rotation allocation plans determined?

Each year all HMOs are given a preference form that asks for a variety of details – everything from annual leave, rotation preferences and other information which may help make the best fit for everyone. The annual rotation allocation plans are created new each year. Once finalised the allocation plan will not be changed without discussion with you. The annual rotation allocation plans are published in December.



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What rotations will I complete as a HMO?

For a complete list of the Units that you can rotate to please refer to the position description.

Will I be able to take annual leave?

Five weeks annual leave is rostered across your 52 week rotation allocation plan. Annual leave preferences are requested as part of your rotation preferences and we do our best to try to accommodate all requests, dependent upon cover availability.

Candidates who undertake six month posts are generally not allocated annual leave. In the event that annual leave is not taken, the entitlement will be paid out upon termination.

Which rural hospitals are affiliated with Monash Health HMO2 positions?

Latrobe Regional Hospital (Traralgon)

Will I do night duty?

All HMOs at Monash Health participate in night duty across their rostered year either within rotating rosters or as a specific rotation which is usually rostered as 7 nights on/7 nights off.

What is the orientation like?

The Monash Doctors Orientation Program runs on the first Monday of the HMO year and half yearly, e.g. planned to be Monday 5 February 2018. Attendance is compulsory if you are new to Monash Health or have been away for longer than 12 months, all of the orientation time is paid.

The Program involves some plenary sessions in Monash Health specific employee issues such as payroll, human resource issues and clinical issues relevant to Monash Health staff. It is also a great opportunity to meet and network with old and new friends, as well as meeting the Monash Health staff with whom you will be involved.

What education is available?

Fortnightly tutorial sessions are held. These are normally held at Clayton (and conferenced to other sites) at lunchtime with lunch provided at all sites, and you are encouraged to ask your Registrar in your unit to answer your pager for the duration of the session so that you are not interrupted. Topics cover a range of relevant clinical subjects, pitched at HMO level. In addition there are Grand Rounds for Medicine and Surgery, individual department meetings and other specific sessions.

In addition, there are opportunities for HMOs to attend practical training sessions and deteriorating patient simulation sessions throughout the year.

There are dedicated sessions for surgical and physician trainees, as well as more broadly based education topics applicable to all HMO streams.

What supervision and support can I expect to receive?

Each term has a nominated supervisor. Each site has a Director of Clinical Training (DCT) who are responsible for broad education on that site. There is a Medical Education Officer (MEO) who is available across all sites and is based at Clayton. These staff work within the Monash Doctors Education Unit. The Monash Doctors Workforce team including our Monash Doctors Wellbeing Officer will be available for support, as will a plethora of NUMs and ANUMs, HMOs, Registrars, Consultants and just about everyone else.

What about life after Internship?

The majority of our HMO2 positions are filled by Monash Health Interns (although we currently have more HMO positions than Intern positions). Due to Monash Health's breadth and depth of Departments (and training) most people stay on with us for the majority of their hospital-based training- this of course depends on what you want to do, but we offer training in every branch of medicine.

Am I paid under an award?

The current Award which covers Junior Medical Staff (Interns through to Specialty Registrars) is commonly known as the "Victorian Public Health Sector (AMA Victoria) – Doctors in Training (Single Interest Employers) Enterprise Agreement 2013". All of our junior medical staff are employed according to the current/relevant Agreement.

Can I access salary packaging?

Salary packaging is available to all Monash Health staff. Maxxia is the provider used by Monash Health. Further information is available via www.maxxia.com.au/salary-packaging

Any other questions?

Email us at medrecruit@monashhealth.org and put "HMO2 application query" in the subject line. Further information is available via www.monashdoctors.org or like us on facebook!



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