

 King Abdulaziz University Hospital		Department : ENT	Unit:	Job Description Number: ENT-JD- 021
Job Title: RESIDENT			Issue Date: August 2013 Revision Date: August 2016 Effective Date: August 2013	
Prepared by: DR. MANAL AL BUKHARI Consultant ENT Department	Reviewed by: DR. FARHEEN SHAIKH Director Quality Management Dept.	Authorized by: MR. BANDAR AL RASHEED Head of Employee Relation Human Resource Dept.	Authorized by: DR. SALEH AL DHAHRI Chairman/Director of the Department	Approved by: PROF. FAHAD AL ZAMIL Dean of College of Medicine and Supervisor of University Hospital
Date:	Date:	Date:	Date:	Date:

1.0 Organizational Relationship:

1.1 Responsible to: Supervising Consultant/Clinical Tutor

1.2 Responsible for: None

1.3 Liaises with: Medical/Nursing and paramedical staff.

2.0 Job Summary:

2.1 The jobholder will commence and pursue his/her formal vocational training under the Hospital Residency Training Program. The training will involve participation in required clinical rotations within the hospital, performance of patient-related activities and engaging in other relevant, practical and theoretical learning modules. In some areas, part of training may involve rotation to other hospitals.

3.0 Duties & Responsibilities:

EMPLOYEE ACKNOWLEDGEMENT:		
PRINTED NAME:	SIGNATURE:	DATE:

- 3.1 Abides by the Medical Staff Bylaws, Code of Medical Ethics, Rules and Regulations of the Medical Staff and those specific to the department/division.
- 3.2 Carries out full range of inpatient and outpatient clinical duties as assigned by the director of department/head of division and the supervising consultant in accordance with individually approved clinical privileges.
- 3.3 Participates in the on-call duties as required by the department/division.
- 3.4 Undertakes the provision of medical care under supervision, including formulation of plans for investigation and treatment of patient conditions.
- 3.5 Attends all specific training activities as arranged by Postgraduate and Academic Affairs Department.
- 3.6 Assists the consultant in his clinical work.
- 3.7 Fulfills the requirements of the Saudi Council for Health Specialties with regard to training program.
- 3.8 To acquire and maintain valid certification in Advanced Trauma Life Support (ATLS).
- 3.9 Participates in approved research projects.
- 3.10 Participates in the improvement of quality of patient care (Total Quality Management Program, Quality Assessment Improvement Program) as applicable.
- 3.11 Attends the active teaching program for residents.
- 3.12 Strives to improve his clinical expertise as well as standard of practice with regard to morbidity and cost effectiveness.
- 3.13 Participates in the Major Disaster Plan of the hospital, as indicated.
- 3.14 Performs other applicable tasks and duties assigned within the realm of the employees knowledge, skills and abilities.

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4.0 Education/Licensure:

4.1 MBBS from a recognized university.

5.0 Professional Experience:

5.1 Minimum of one (1) year experience of Internship or its equivalent

6.0 Specialized Knowledge:

6.1 Commitment to learning and training in pursuance of a career in the chosen medical specialty.

6.2 Ability to deal calmly, with tact and diplomacy to patient and staff alike.

6.3 Ability to work effectively in a multi-cultural environment.

7.0 Condition:

7.1 This job description will be subject to periodic review and may be changed at any time in consultation with the employee.

EMPLOYEE ACKNOWLEDGEMENT:		
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