

Trainee INTERNS

Newsletter | Oct 2018



DEAR COLLEAGUES,

We trust you have found our first newsletters covering the topics of indemnity insurance, superannuation and leave entitlements helpful – these newsletters are available [here](#) for those of you who have yet to review them. If you have any questions about these (or other matters) please email us at ask@nZRda.org.nz or give the office a call on (09) 526 0280 and we can help you out.

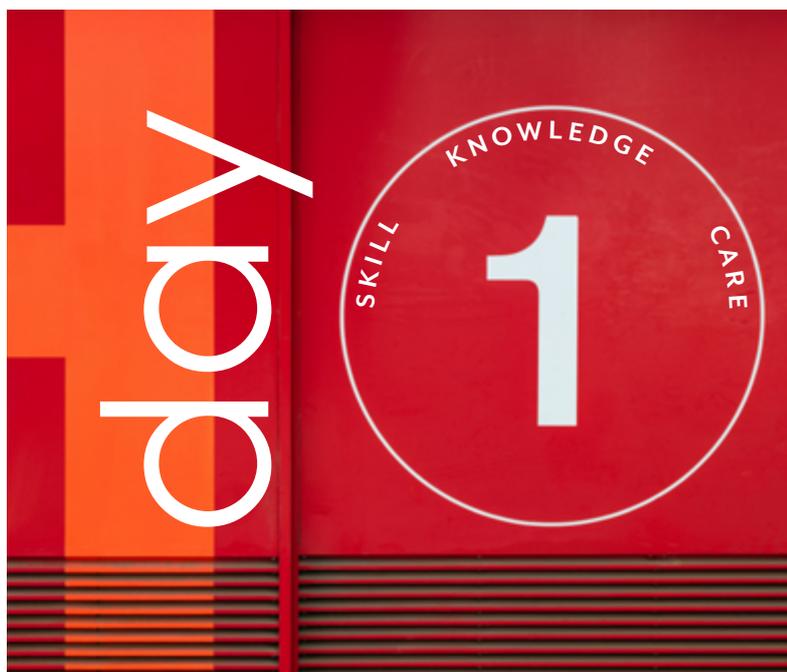
DELEGATES & ORIENTATION

A reminder that we have delegates working alongside you in the hospitals, so we can also put you in touch or you can get in touch with them yourselves (an up-to-date list of reps can be found [here](#)) should the need arise.

Delegates provide an important link between our members and the NZRDA office and are a good first point of call if you have a work-related concern or query and they will tell you how it really is! In your first week of work you will attend Orientation – we strongly recommend you attend the session with the NZRDA.

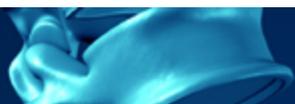


CONFIDENCE ON DAY ONE



In only a matter of weeks now, you will be handed a locator or similar electronic device and when it calls you will be expected to respond as the doctor on duty. For many of us, this moment is “the one” that drives home the fact that yes, we are now doctors. And along with that goes quite a step up in responsibility. In preparation have a think about the practical skills you have acquired, and specifically those you may not yet feel confident about. Ask your House Officer if they think there is something you should be better at, in preparation for that locator going off. Are you confident at IV line insertion? Not just signed off in a log book, but

confident that should that first call be “Mrs T’s line has tissued and she needs urgent meds” you will confidently think “OK”! If not, now would be the time to ask your House Surgeon to put you to the task of getting good at it. Maybe it is catheter insertion, arterial bloods ...?



MEALS

As Trainee Interns you are not entitled to a free meal under the MECA – the meal provisions apply once you become a House Officer. NZRDA has a responsibility to ensure compliance with this provision: a provision that we have fought hard to retain. A meal



includes lunch, dinner (for those on long days or evening shifts) and food in the middle of the night or breakfast for those on nights. There is no limit stipulated in the MECA as to how much can be eaten in a meal – however, please act reasonably with regards to this entitlement and be mindful that **meals do NOT cover...** caffeine enriched drinks, fancy coffees, food for others (non-RMOs), morning or afternoon tea and only one drink per meal is permissible. And do not take food home for later!

PAPERWORK

You have received and accepted job offers from the DHBs and to clarify some of the paperwork that you should have received: You will have been asked if you are a member of NZRDA. Given you are, you will have ticked “yes” – this means that you are **AUTOMATICALLY covered by the MECA** when you start work. This is your employment contract which overrides the IEA (“individual employment agreement”). Whilst the MECA is technically expired (in February this year), do not panic(!) as all provisions remain applicable until negotiations for the new MECA are finalised or a year passes, whichever comes first.

**Questions about
MECA Conditions?**

VISIT OUR FAQs PAGE

www.nzrda.org.nz/meca/meca-faqs/

Further to our previous TI Update Newsletter: “Insuring You’re Safe”... You will have been asked what type of **indemnity cover** you want. With the NZMPI insurance cover, you don't pay anything; you just have to tick the box. If you change your mind on indemnity cover at any time up until commencement of employment, you can change providers by simply telling your RMO Unit. If you would like more information about indemnity cover please email us at general@nzmpi.co.nz or visit nzmpi.co.nz!

“If it isn't written down, it didn't happen”: Paperwork is important. Clinical notes record what we have done in real time should always be signed, timed and dated. They form an essential communication mechanism to other members of the healthcare team, and if an unfortunate event arises, they record what has happened. Yes you will be busy, but writing up clinical notes is an important part of your job and should not be neglected. If you need to write a retrospective note (after an event) you can do so; record it as such and again note the time and date it is written.

With regards to leave forms, we suggest you keep a written record of when these have been submitted and a record of any leave taken. If you agree to do a shift for additional duties make sure also that you get this (the payment of additional duties) agreed in writing by the employer prior to undertaking the shift.



MOVING HOUSE?



The transfer expenses under the MECA are reimbursable as per the clauses below.

You will need to keep all receipts if you are moving in order to claim back expenses. We recommend you contact your employing DHB and ensure they are aware you will be claiming expenses in advance. They may have a form they like you to use!!

The current MECA provides for the following:

Persons taking up their first appointment as whole-time dental or medical house surgeons are entitled to removal and related expenses as specified below from the location of the dental, medical or clinical school to which they were last attached. In all cases, the refund of expenses to house surgeons on initial appointment is subject to the appointee entering into a bond to remain in the employment of the employing District Health Board for one year. There is no provision for dental or medical staff taking up positions to be paid expenses other than those taking up house surgeon appointments for the first time from dental, medical or clinical school.

Expenses payable to a house surgeon are:

- (a) half surface fares for self and any family;
- (b) actual and reasonable expenses to cover meals, accommodation etc. at the start, during and at the end of the journey, for up to eight days if necessary, for the employee and their family if applicable;
- (c) half cost of removal of furniture and effects;
- (d) actual legal expenses of up to \$1,239 if an appointee has to shift the family to a new location and sells the house and buys one within 12 months of appointment."

We'll be in touch again in November. Until then, all the best!

CONTACT DETAILS

www.nzrda.org.nz/trainee-interns/

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