

Medical Officer (Senior Registrar) 2025 Information Package

Background Information

The Royal Victorian Eye and Ear Hospital is Australia's only specialist eye, ear, nose and throat hospital. We have been here for Victorians, caring for their senses and improving their quality of life for over 150 years.

The hospital operates from a central hub in East Melbourne and also provides support for service delivery in other outpatient and community settings in Victoria and via telemedicine facilities. As the largest public provider of ophthalmology and ENT services in Victoria we deliver more than half of Victoria's public eye surgery and all of Victoria's public cochlear implants. We see over 220,000 patients a year, with over 160,000 outpatients, nearly 44,000 emergency patients and nearly 18,000 inpatients.

The Eye and Ear has over 60 different outpatient clinics for the diagnosis, monitoring and treatment of vision and hearing loss and provides a 24-hour Emergency Department for patients requiring urgent care and treatment for their eyes, ears, nose or throat.

Since its beginnings in 1863, when the hospital was an infirmary treating diseases of the eye and ear amongst Melbourne's poor, the hospital has grown in size and reputation. As a world leader in eye, ear, nose and throat services, the hospital is now at the cutting edge of research and teaching. This is supported through close association with the University of Melbourne Departments of Ophthalmology and Otolaryngology, the Centre for Eye Research Australia, the Hearing CRC and the Bionics Institute.

The Position

The Medical Officer (Senior Registrar) will provide high quality medical services to Ophthalmology patients within the limits of his/her experience and competence, whilst obtaining further skills in the assessment and treatment of ophthalmic conditions.

The Medical Officer will provide an in-hours and out-of-hours service to the hospital in general and acute ophthalmology. The roster includes sessions in the Emergency Department, Acute Ophthalmology and Surgical Ophthalmology clinics. There will be the opportunity to attend some specialist ophthalmology clinics, and there may be an opportunity to undertake unsupervised cataract surgery depending on experience. There will be significant teaching and supervising of junior medical staff in our Emergency Department, outpatient clinics and theatres. On-call will be required. Some overnight shifts will be required (approximately 3-4 nights every 4 weeks).

Successful applicants have usually completed at least 4 years of specialist ophthalmology training prior to commencing a Medical Officer role.

Terms and conditions of employment for the positions are in accordance with the *AMA Victoria – Victorian Public Health Sector - Doctors in Training Enterprise Agreement 2022-2026* and relevant successor agreements.

Application Process

To apply for this position, please register on our website's application portal. Applications will only be accepted via our website. No postal, faxed or emailed applications. Late applications or documentation will **not** be considered.

Application Checklist

Applicants selected for interview may be required to produce originals or certified copies of documents.

- A cover letter (maximum one page) stating why you wish to pursue this role, and your plans after completion
- Curriculum Vitae including full contact details (name, title, phone, ~~fax~~, email) for three professional referees
- Medical Staff Application Form
- Evidence of completion of undergraduate medical degree
- Evidence of completion of RANZCO Advanced Clinical Examination (RACE) or equivalent (i.e. completion of ophthalmology training)
- Surgical logbook (please include a summary of phacoemulsification procedures, YAG laser procedures, and vitreous tap and injections)
- Other relevant qualifications
- Current medical registration certificate
- Evidence of citizenship (copy of passport bio-data page, permanent residency certificate etc.)
- English Language Test certificate **OR** Evidence of exemption from the English language requirement (if no English language test) **

** All International Medical Graduates (IMGs), including those educated in English-speaking countries, **must** include one of the following with their application:

- a) a sufficient English language test result (Academic IELTS, PET, OET, TOEFL iBT, PLAB or NZREX); **OR**
- b) adequate evidence of exemption from the English language test requirement.

** Exemption may only be granted to those whose secondary (high school) and/or medical education was undertaken in English in Australia, Canada, New Zealand, Ireland, South Africa, UK or USA. You **MUST** provide evidence that course was taught and assessed solely in English. For information on minimum English language test requirements and exemptions, please refer to the Medical Board's [English Language Skills Registration Standard](#)

NOTE: Any file you attach to your application must be in Microsoft Word (.doc or .docx), Adobe Acrobat (.pdf) or Rich Text Format (.rtf). Each individual attachment must be less than 2 MB in file size and the filename can only contain letters A-Z or numbers 0-9. We recommend that you scan your documents at no higher than 300 dpi to minimise the file size

Information for International Medical Graduates (IMGs)

The regulations relating to visas for medical practitioners coming to Australia are constantly changing and processes need to be followed carefully. The Hospital will provide general assistance in arranging the necessary visa and medical registration which can take up to five months to complete, but all fees relating to this process remain the responsibility of the appointee.

Appointees are required to find their own accommodation.

Relocation costs are at the appointee's own expense.

Please do not submit an application if you cannot fulfil the following essential requirements:

- A) All IMG applicants must provide evidence of at least 12 months full-time work/study in Ophthalmology in the period immediately preceding their application. Applicants who cannot provide this evidence will not be considered.
- B) In accordance with the Australian English Language Proficiency Requirement (detailed in the Medical Board of Australia's National Policy on English Language Proficiency), the Hospital will only consider applications from IMGs who provide at the time of application an adequate Academic IELTS or other approved test OR evidence of exemption from the Requirement. **All enquiries relating to language testing and exemptions are to be discussed with the Medical Board of Australia, not the Hospital.**

Selection Process

- Applicants selected for interview will be contacted by telephone or email. Whilst it is preferable for all interviews to be conducted in person, on-line interviews will be offered.
- Three referee reports may be requested for *short-listed* applicants only.
- Selection is based on the assessment of the application, reference checks and interview. All applicants will be notified of their application outcome in writing.
- In accordance with local employment laws, preference is required to be given to Australian citizens and permanent residents.

Employment Arrangements

Australia has a centrally regulated workplace relations system. The Hospital is bound by legislation to apply the same terms and conditions to all staff employed in a similar position.

Terms and conditions of appointment

All our Junior Medical Staff (JMS) are employed under common terms and conditions of employment consistent with the AMA Victoria – Victorian Public Health Sector - Doctors in Training Enterprise Agreement 2022 -2026 ("DiT Agreement"). The Agreement details all of the salary levels and entitlements.

Evenings / Weekends / Public Holidays / On-call

Eye Medical Officers will be required to work evenings, nights, weekends and public holidays as rostered and participate in the Emergency Department's on-call roster.

Continuing Medical Education (CME) leave and allowance

Eye Medical Officers are entitled to one week of Conference Leave per clinical year.

Eye Medical Officers are paid a CME allowance as part of their fortnightly salary to contribute to their continuing professional development. Pro-rata amounts apply to part-time staff.

Leave restrictions

Leave may not be approved during busy periods of the year such as public holidays and major holiday periods, for example Easter, Christmas/New Year, or January.

Leave preferences to be submitted two months prior to the commencement of the role. Changes may be requested at least 8 weeks prior to the commencement of each term. Leave will only be approved once consideration of clinical needs has been assessed and requests from other medical staff for the same or similar period are taken into account.