|  |  |  |
| --- | --- | --- |
| **Title:** | ORTHOPEDIC SURGEON | |
| **Generic Function:** | SPECIALIZED MEDICAL DOCTOR | |
| **Code:** | MD01506 | |
| **Level:** | 9 | **(E)** |

|  |  |
| --- | --- |
| **Position in the Organization** | |
|  |  |
| **Reports to (Hierarchical):** | Medical Activity Manager / Project Medical Referent |
| **Reports to (Functional):** | Medical Activity Manager / Project Medical Referent / Medical Coordinator |
| **Job Family:** | Medical and Paramedical |
| **Supervises (Function):** |  |

|  |
| --- |
| **Main Purpose** |
|  |
| In close collaboration with medical staff in the emergency, intensive wards and operation theatre, organizing and carrying out orthopaedic surgery activities, ensuring pre- and post-operative surgical care, in accordance with **MSF** procedures, protocols, and universal hygiene standards in order to improve patients’ health conditions |

|  |
| --- |
| **Accountabilities** |
|  |
| * Strictly following and applying the treatment of the orthopaedic patients, according to MSF protocols and guidelines in orthopaedic surgery set by the project and by the MSF referents. Applying the principles of war surgery in treating war wounded (internal fixation in closed fractures only). Ensuring that the overall management decision for each orthopaedic patient is known by all - including local staff - doctors and nurses * Undertaking pre-operative consultations, evaluating the surgical risks with the anaesthetist and/or other medical staff involved, and obtaining the patient's consent to operate. * Performing orthopaedic surgical interventions on MSF patients in accordance with MSF admission criteria, protocols, and standards. * Performing daily pre op and post op rounds, assessing the orthopaedic patient needs and managing problems accordingly. Ensuring proper follow up of patients in the OPD and following up all post op complications and referring accordingly to the hospital managers/technical referent on how to best manage these complications following MSF protocols, standards and procedures * Performing traction, splinting and casting of majority of closed fractures, and external fixation on open or pelvic fractures only * Supervising the proper follow up of the OT register, the register for internal fixations and the register for surgical infections. Filling in all the related documentation (the technique of operation after every operation and the patient order sheets) * Following up with the nurses that medicines and other orders are being fulfilled. Using the supplied **MSF** materials and equipment in orthopaedics aptly for each patient and avoiding requests for non-standard materials not available in the country nor within **MSF** projects. Responsible for the radiologic equipment used in orthopaedics and supervising that others do the same * Planning, evaluating, and supervising the training of the staff (emergency and the out-patient teams) in order to ensure the amount of knowledge required and to improve people diagnosing, triage, and early detection capabilities. * Supporting other medical teams/wards when needed |

|  |
| --- |
| **MSF Section/Context Specific Accountabilities** |
|  |
|  |

|  |  |
| --- | --- |
| **Requirements** | |
|  |  |
| **Education** | Essential Orthopaedic surgeon diploma |
| **Experience** | * Previous experience as orthopaedic surgeon required, previous experience in trauma and/or war surgery preferred * Desirable working experience in MSF or other NGO’s in developing countries * Experience in surgical conditions with limited resources is an asset |
| **Languages** | Mission language essential |
| **Knowledge** | Essential computer literacy (word, excel and internet) |
| **Competencies** | * People Management and Development **L2** * Commitment to MSF Principles **L2** * Behavioural Flexibility **L3** * Results and Quality Orientation **L3** * Teamwork and Cooperation **L3** |

This job description may be amended in line with the activities or evolution of the Mission.

By signing, the employee acknowledges that he/she has read, understood and accepted this document.

|  |  |
| --- | --- |
| **Employee Name/ Surname** |  |
| **Place and date:** |  |

Signature of the employee:

*(To be signed in two copies, one for the employee and one for the employer)*

**MSF is a civil society initiative that brings together individuals committed to the assistance of other human beings in crisis. As such MSF is by choice an association.  
 Each individual working with MSF does it out of conviction and is ready to uphold the values and principles of MSF.**