



## **Vacancy Announcement**

The Ministry of Health and Wellness hereby invites application for the post of Obstetrics and Gynecology Specialist

### **Job Summary:**

The Obstetrics and Gynecology Specialist is responsible for providing high level of obstetrical and gynecology care to patients who consult for conditions related to this specialized care. This position provides technical oversight to staff assigned to obstetrical service areas in assigned hospitals. He/She supervises and provide guidance to medical officers, other professional staff, and students who work in obstetrical areas.

Through collaboration with other specialists on staff, the Ob/Gyn will execute efficient and effective management to patients. The Obstetrician/Gynecologist is available for consultations and responds in a timely manner in emergency situations and participates and/or prepares continuing education sessions relating to medical management of patients and reviews or participates in case reviews for patients

**Salary:** NPS 23 of (\$40615x1644-71,851) per annum plus Allowances on a contractual basis.

**Age Limit:** 25-45 years

### **Qualifications:**

\*Medicine with Postgraduate Degree in Obstetrics and Gynecology

\*Must be a Registered Medical Practitioner in Belize

\*Must be fluent in the English Language

## **Duties and Responsibilities:**

1. Knowledgeable of and assist in defining, maintaining and upholding regulations, rules, policies and standards related to all conditions of obstetrical/gynecological/ surgical nature including the administration of health facilities, disease care and infection prevention and control as per working environment.
2. Ensures the delivery and compliance of quality care of service, measures initiatives that include administrative commitment to the delivery of quality care and services, not being limited to the enforcement and implementation of clinical protocols/ policies/ forms within the medical service by health care team to the community he/she serves as part of an integrated response.
3. Liaises with Technical Advisors in the Ministry of Health in the development and Implementation of standards for obstetrical/gynecological / surgical services, and

Integrated care.

4. Performs daily ward rounds that reflects Obstetric and Gynecological care as determined by the hospital policies in accordance with national protocols and standards.
5. Conduct Obstetrics/Gynecology Specialist Clinics, all surgical procedures whether minor or major in accordance with Obstetrical/Gynecological protocols as per services provided in the public domain.
6. Ensures the completion of appropriate discharge plans, prescriptions, patient follow consultations before discharge.
7. Assist and improves the skills of General Practitioners and/or Midwives in the management of complicated hospital deliveries.
8. Coordinates/collaborates with other specialists to ensure the efficient management of Obstetrical/Gynecological patients, as per protocol ~~is done~~ at all times.
9. Complies with the work schedules and biometric reporting as per hospital policies.
10. Organizes and participates in Continuing Medical Education Sessions (CME), case reviews, peer review case management as scheduled by the Hospital Administration and the MOHW. (example -NST, Partograph, Cartograph).
11. Supports quality improvement initiatives for hospital management and medical Services in close collaboration with the Quality Improvement Officer and or designated officer
12. Provides technical advice on design of obstetrical service areas and procurement of obstetrical and gynecological equipment and supplies.
13. Report and investigates untoward events occurring in the obstetrical service areas to the Medical Chief of Staff and administrative staff as per facility.
14. Completes appropriate and submits timely reports to management; including third party payers e.g., insurance companies and Social Security Board (SSB).
15. Acts as first reporting officer for medical officers under span of control while rotating or receiving any form of skill development, training and sensitization at said unit.
16. Participates in disaster, mass casualty and all hazard planning / including simulations to improve the response and outcome for the assigned hospital as a response team.
17. Participate in health promotion and prevention activities as required by the MOHW and administrative facility in the region/district.
18. Support all research protocols and studies as required to ensure the building of evidence based medicine and country epi profile and participate in Facility/ Regional investigative symposium on a yearly basis.
19. Complies and ensures that all clinical data, patient history referencing patient care information is documented in the BHIS to be evaluated and reflected in his/her PAR.

20. Specialist must present and participate in outbreak/epidemic /pandemic and research investigations as per regional profile on a yearly basis with recommendations to the MOHW and facility administration e.g. FETP
21. Specialist are to participate in the effective stabilization of critical cases from the regions/districts to ensure clinical and hemodynamic stability of the patient in the process of transfer to Regional and or to the KHMH.

**Applicants are required to submit:**

Application Letter, Copies of Qualifications along with two (2) references regarding their professional experience and (Curriculum vitae) and no later than Monday, December 5<sup>th</sup>, 2022

Chief Executive Officer  
Ministry of Health and Wellness  
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Independence Plaza  
Belmopan