

## **HEAL Initiative Oncology Program Internist Fellow Role Description**

Position: Oncology Program Internist

**Summary of role:** Serves as clinical mentor in provision of care for NCD/cancer patients at Butaro Hospital. Also, plays a key role in training residents, interns, physicians, and medical students as well as programmatic implementation of Butaro Cancer Center of Excellence. This includes training and mentoring of the Butaro team, managing access to medicines, and consumables, documenting, advocating, and implementing quality of care improvements, applying policies/SOPs and communicating to other Departments at Butaro. The fellow will also work to support curricular development and teach for the newly developed University of Global Health Equity (UGHE) curricular programs (e.g. MBBS, MSc). Finally, this is an inaugural fellowship site, so the fellow who thrives in this role will be excited to build relationships and help build an early and developing partnership.

### **Specific Responsibilities:**

#### **CLINICAL & TEACHING/MENTORING**

With input from Boston-based cancer expert team, HEAL fellowship leadership, UGHE academic leadership and supervision by Oncology Director,

- Provide direct clinical care, for hospitalized Butaro adult oncology patients. This includes rounding at least 3 days a week in the Cancer ward and leading management of these patients
- Oversee care of outpatient adult oncology patients seen at Butaro NCD Clinic, at least 1 day a week, including precepting nurses and general practitioners
- Provide input to other general practitioners on the management of patients with cancer or who are suspected to have cancer managed in other wards and clinics
- Serve as lead accepting physician for adult cancer patients being referred to Butaro from outside facilities
- Provide CME/CPD training and bedside mentoring to nurses & GPs in the NCD/Cancer team at Butaro
- Lead and mentor residents, intern physicians and nurses during their rotation in Butaro Hospital
- Serve as a visiting faculty member in the School of Health Sciences at the University of Global Health Equity (UGHE) in Butaro
- Support clinical and medical education curriculum development in support of the UGHE's future undergraduate medical program
- Advise the Dean and other academic leadership on clinical education and care integration at Butaro Hospital. Serve on curriculum development and clinical infrastructure work groups, as needed
- Lead, instruct and mentor UGHE's medical students, starting in academic year 2019
- Participate in national NCD/ONC trainings

#### **ADMIN & PROGRAMMATIC**

Support the oncology nurse coordinator, in particular:

- Review at least weekly to ensure that all cancer patients are receiving appropriate follow up
- Review pathology results of patients cared for at Butaro, and ensure follow up and management based on results
- Work with oncology nurse coordinator & Butaro pathology team to coordinate biopsy processing.

Facilitate quality improvement and assist with general administration:

- Supervise care in oncology ward, with the support of Butaro hospital Director General, Medical Director, Chief of Nursing, Head of Pharmacy, and Head of Lab to ensure proper and harmonized delivery of cancer care services
- Contribute to addressing of logistical issues regarding NCD/Oncology patient care that arise
- Organize decision making around and keep track of transfers of cancer patients to referral facilities in Rwanda and for radiotherapy to Kenya; contribute to transfer decision making for adult cancer patients
- Maintain communication between IMB NCD/ONC program and Butaro leadership team regarding Cancer Programmatic developments, quality improvement and other challenges, and participating in routine meetings to achieve this.

Structure:

- 1<sup>st</sup> Report (MOH): Butaro Hospital Director General
  - 2<sup>nd</sup> Report (IMB): Deputy Chief Medical Officer/ Chronic care
  - 3<sup>rd</sup> Report (UGHE): Dean of Health Sciences
- Intended to be roughly 70% clinical, 30% programmatic/educational with UGHE*

**Professional development:**

- Receive mentorship from Boston-based cancer expert team and Oncology Program Officer
- Receive programmatic mentorship and exposure, with support of IMB NCD Program Director and larger IMB clinical leadership
- Participate in oncology research activities, and have access to the research mentorship and supports available at PIH/IMB
- Receive mentorship from UGHE's Dean of Health Science and Director of Global Health

**Ideal Attributes for the position:**

- Medical Degree and specialization in Internal Medicine
- Strong clinical skills and interest in developing knowledge in clinical oncology
- Highly motivated to play a leadership role in cancer care at Butaro Hospital
- Understands and upholds principles of equity and alignment with national priorities in provision of cancer care in Rwanda
- Interest in medical and clinical education and a passion for teaching
- Passion for working within higher education sector in a new and growing University.
- This is the inaugural HEAL international fellowship location. As such, fellow characteristics of deep flexibility, understanding of global health, strong relationship builder, self-starting and self-management, and passion for working in an early stage partnership are key to success.
- Highly organized and able to keep track of multiple administrative and clinical tasks simultaneously
- Strong management, communication, mentoring, teaching and leadership skills. Ability to work well with diverse team