

## **Medical Officer – Paediatric Oncology**

Conceptualized in the year 2004 as a philanthropic initiative for the Eastern and North-Eastern parts of India and the neighboring countries, the Tata Medical Center (TMC) started operations in Kolkata on May 16, 2011. The hospital is governed by a charitable trust – Tata Medical Centre Trust. It is an integrated Oncology facility with well-trained professional staff and equipped with modern facilities and the most contemporary medical equipment. The hospital was designed by Cannon Design, a renowned architectural firm from North America. It is located on 13 acres of land at New Town in Kolkata, West Bengal.

The Hospital, with a capacity of 437 beds, serves all sections of the society, with 75% of the infrastructure earmarked for subsidized treatment for the underprivileged sections. It provides a wide spectrum of services from diagnosis and therapy to rehabilitation and palliative support. The Institution's objective is to excel in service, education and research.

The Department of Paediatric Haematology and Oncology, TMC, is the largest and busiest in Eastern India. We see over 600 new children with malignancies and non-malignant blood disorders per year. We are located over an entire floor at the hospital with the in-patient ward, outpatient clinic, day care, and the Paediatric ICU.

We have four Clinical Consultants, two Research Consultants and a PICU Consultant looking after every aspect of the children under our care. We also have two Visiting Paediatric Surgeons, a Visiting Paediatric Cardiologist as well as Visiting Physicians in other specialties.

We have a robust teaching and training programme with affiliation to the national Board of Examinations. We have approval for 3 National Board Fellows every year. These Fellows, along with the existing Medical Officers, look after the day-to-day management of all children under direct supervision of the Consultants.

To fulfil the above objectives TMC invites applications for the position of Medical Officer - Paediatric Oncology

**Qualification:** MBBS

**Experience:** Freshers may also apply

### **Job Description**

We look forward to working with a person who is passionate about helping children with cancer. We hope the candidate, in addition to fulfilling the duties of the post, would be willing to learn and grow into the role of a physician caring for these children. We strongly encourage continuing education and would gladly mentor audits and projects that hopefully may result in publications.

#### **In-patient:**

- To join the Attending Consultant in daily ward rounds
- To present cases, take notes during the round and execute the plans made for each patient
- To insert daily progress notes in HMS
- To update drug charts as advised by the Attending Consultant and ensure correct drug doses are entered for each patient
- To send requisitions for blood products as required and enter administration details of these in the drug chart

- To write discharge summaries and ensure they are checked by a Consultant before authorizing
- To assist the Resident in procedures such as intrathecal chemotherapy and bone marrow aspiration
- To perform these procedures independently once privileged by the Consultant
- To perform IV cannulation as requested by the ward Nurses
- To attend calls from the Emergency and manage patients under guidance of the Attending Consultant
- The Medical Officer will participate in the On-Call Rota along with the other M.O-s and Residents. This could be 1-in-5 to 1-in-7 rolling rota (depending on the number of doctors sharing the rota) including weekends and holidays.
- To cover any area of the Department (IP, Daycare, OP, ER and PICU) as required.

#### Out-patient:

The Paediatric OP runs from Monday to Saturday, with at least one Consultant present in the clinic every day. The Daycare runs everyday for chemotherapy, and procedures are done on Mondays, Wednesdays and Fridays. The Solid Tumour Clinic runs on Mondays and Wednesdays, the Haematolymphoid Clinic on Tuesdays and Thursdays, and a mixed clinic on Fridays. A mixed clinic also runs on Saturdays with a Survivor Clinic once a month.

- To take detailed history from the family and document in HMS. To examine the patient and make treatment plans after discussion with the Resident or the Consultant. Both new and old patients are seen in the same clinic.
- To liaise between other departments including Laboratories and Imaging Services to ensure all prescribed investigations are carried out in a smooth and timely manner
- To work with the Data Manager and Clinical Trials Unit to ensure patients keep their OP, Daycare and Admission appointments
- To liaise with the Social Worker to ensure General category patients in need of assistance are evaluated and guided by the Social Services team
- To assist the Resident in Daycare procedures including intrathecal chemotherapy and bone marrow aspiration. To check lab reports prior to the procedure and write post procedure prescriptions. To independently perform procedures once privileged by the Consultant.
- The Medical Officer will participate in the On-Call Rota along with the other M.O-s and Residents
- To cover any area of the Department as required

**\*For more details about the job positions, qualifications, eligibility and application forms, please log on to our website: [www.tmckolkata.com](http://www.tmckolkata.com).** Prospective candidates are encouraged to contact the Consultant for informal enquiries: Dr Arpita Bhattacharyya, Email contact – [arpita.bhattacharyya@tmckolkata.com](mailto:arpita.bhattacharyya@tmckolkata.com).

#### **You may also Email or Post applications to:**

Mr. Suvasish Mukherjee, Head-Human Resources, Tata Medical Center, 14 MAR (EW), New Town, Kolkata – 700156. Email – [suvashish.mukherjee@tmckolkata.com](mailto:suvashish.mukherjee@tmckolkata.com).