

Position Title: Haematology Research Fellow

Reports To: Director of Cancer Trials

Team: Cancer Trials Unit

Direct Reports: N/A

PURPOSE OF POSITION

The Haematology Fellow is responsible for providing expert medical input and care to all participants in the safe delivery of clinical trials in accordance with sponsor protocols and regulatory requirements.

This role will demonstrate commitment to evidence-based practice, research and good clinical practice, completing the role of sub-investigator on a range of clinical trials.

KEY RESPONSIBILITIES

Key Responsibilities:	What You Do:	Measures:
Project Delivery	- Study preparation is completed in a timely manner; study specific training is undertaken prior to the commencement of a trial. - Appropriate knowledge of study protocols and awareness of progress across all studies is maintained through the sharing of acquired knowledge with the rest of the medical team. - Regularly communicate and liaise with external medical staff (including external investigators and sponsor medical monitors) with regard to the medical care of participants. - Complete clinical documentation and other administrative/management tasks as required. - Review of medical related SOPs and protocols as requested by the Haematology Consultants. - Maintain a strong quality focus with the aim of exceeding sponsor expectations. - As required, undertake various other duties as directed.	- Risks identified and mitigated. - Eligibility is determined in an accurate and timely manner after the review of clinical observations and relevant results. - Clinical documentation is completed in a timely manner.
Clinical Duties	Consent and screening visit procedures are independently performed for potential participants in clinical trials; eligibility is determined in an	Screening, clinical observations and results are reviewed in an accurate and timely manner during study conduct.

	accurate and timely manner after the review of clinical observations and relevant laboratory results. ● Collaborate with project team to identify and screen appropriate participants for specific trials who meet all of the inclusion criteria and none of the exclusion criteria. ● Medical assessment, monitoring and care is provided to all participants to ensure participant safety and well-being at all times. ● Clinical observations and results are reviewed in an accurate and timely manner during study conduct; manage and review all adverse events in accordance with study protocols and GCP requirements.	● Medical assessments are conducted in a timely fashion. ● Medical records (including discharge summaries) are completed accurately. ● Feedback from internal and external stakeholders.
Stakeholder Management	● Participant safety is managed and monitored across all relevant studies; where required seek the support of a Medical Oncology Consultants in the management of serious adverse events to ensure accurate recording of event against study protocols and GCP requirements. ● Effective relationships are developed and maintained with participants, monitors, vendors and where appropriate, sponsors. ● Positive feedback is received from participants, monitors, vendors and sponsors.	● Positive feedback is received from participants, monitors, vendors and sponsors. ● Feedback from Internal stakeholders. ● Effective communication of participant safety.
Health, Safety & Wellbeing	● Take reasonable care for your own safety and health and avoid harming the safety and health of others through any act or omission at work. ● Identify and assess workplace hazards and apply hazard controls. ● Report every workplace injury, illness or near miss, no matter how insignificant they seem. ● Abide by Linear's policies and procedures.	● Responsibilities are embedded in work practices. ● Hazards are effectively managed or reported. ● Accidents and incidents are reported in a timely manner. ● All applicable safety policies and procedures are sought, understood and implemented.

ESSENTIAL CRITERIA	
Qualifications:	• Medical degree and current Medical Practitioner registration with AHPRA. • FRACP Part 1 or equivalent obtained.
Essential Skills, Knowledge & Experience	• Previous experience in haematology. • Clinical experience working in Haematology and/or Medical Oncology. • Ability to develop and maintain strong professional relationships with participants, sponsors and other key internal and external stakeholders. • Excellent organisational skills, flexibility and ability to work under pressure and manage competing deadlines. • Well-developed interpersonal, written and oral communication skills, including the ability to effectively use problem solving and conflict resolution frameworks. • Ability to build and maintain effective relationships with internal and external stakeholders including colleagues, investigators, patients and their carers. • Demonstrated commitment to quality and a meticulous attention to detail (recording participant information and data). • Proven ability to work within guidelines, protocols and structure.

Approvals

Approved By: Chief People, Culture & Transformation Officer
Date Approved: 18 January 2024
Reviewed by People & Culture: 18 January 2024