

Position Description

| | |
|-----------------------|---|
| Position | Co-Existing Alcohol & Other Drug Clinician |
| Team / Service | Wellington Community Forensics Team |
| Directorate | MHAIDS Services - Mental Health Addiction and Intellectual Disability |
| District | Capital, Coast, Hutt Valley & Wairarapa districts |
| Responsible to | Team Leader |
| Location | This position is expected to work Monday to Friday – 40 hours/week, based in Wellington |

Te Whatu Ora

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well
3. Everyone will have equal access to high quality emergency and specialist care when they need it
4. Digital services will provide more people the care they need in their homes and communities
5. Health and care workers will be valued and well-trained for the future health system

Context

Capital, Coast & Hutt Valley district provides hospital and health services in primary, secondary and tertiary healthcare to a total population base of approximately 445,000 citizens.

We are accountable for meeting the needs of and improving health outcomes for all the constituent populations of our district, and the region more broadly. Together we:

- provide secondary and tertiary, medical, surgery and mental health and intellectual disability hospital services alongside community based health care
- fund local health providers and work collaboratively with the community to create and support multiple health education initiatives and projects within the region
- deliver health services directly as well as contracting external providers
- provide local, sub-regional, regional and national health services as well as community-based health, rehabilitation and support services.

[TeWhatuOra.govt.nz](https://www.tewhatuora.govt.nz)

HEAD OFFICE - MHAIDS | Level 11, BNZ Tower, 14 Hartham Place,
PO Box 50 233, Porirua 5240 | 04 381 1656

*MHAIDS is the mental health, addiction and intellectual disability service
for the Capital, Coast, Hutt Valley and Wairarapa districts*

The majority of the district's population live in Wellington and Lower Hutt. The Māori and Pacific populations of Lower Hutt and Wellington are proportionally similar, with the largest Pacific population in the region in Porirua. Kapiti and Upper Hutt have similar numbers of Māori and Pacific people. Most people are enrolled with a GP near their place of residence, so the increasing focus on community-based healthcare is expected to lead to better health outcomes for these population groups. Hutt Hospital provides secondary and some tertiary, medical and surgical hospital services alongside community based health care from its main facility in Lower Hutt City. In addition to funding local health providers and working collaboratively with the community to create and support multiple health education initiatives and projects, Hutt Hospital is the centre for five tertiary regional and sub-regional services - Plastics, Maxillofacial and Burns Services; Rheumatology; Dental Services; Regional Public Health; and Regional (Breast and Cervical) Screening Services.

Wellington Regional Hospital in Newtown is the region's main tertiary hospital with services such as complex specialist and acute procedures, intensive care, cardiac surgery, cancer care, neurosurgery and renal care. The hospital is the key tertiary referral centre for the lower half of the North Island and the upper half of the South Island.

Kenepuru Community Hospital and Kapiti Health Centre provide secondary and community services based in Porirua and the Kapiti Coast

MHAIDS is the mental health, addiction and intellectual disability service for the Wairarapa District and Capital, Coast & Hutt Valley District, with multiple specialist facilities. The service holds national contracts some of which are delivered in other district localities. Ratonga Rua-o- Porirua is our forensic, rehabilitation and intellectual disability inpatient unit.

Te Tiriti o Waitangi and Māori Health Outcomes

Māori are the indigenous peoples of Aotearoa. We have particular responsibilities and accountabilities through this founding document of Aotearoa. We value Te Tiriti and have adopted the following four goals, developed by the Ministry of Health, each expressed in terms of mana and the principles of:

- Mana whakahaere** Effective and appropriate stewardship or kaitiakitanga over the health and disability system. This goes beyond the management of assets or resources.
- Mana motuhake** Enabling the right for Māori to be Māori (Māori self-determination); to exercise their authority over their lives, and to live on Māori terms and according to Māori philosophies, values and practices including tikanga Māori.
- Mana tāngata** Achieving equity in health and disability outcomes for Māori across the life course and contributing to Māori wellness.
- Mana Māori** Enabling Ritenga Māori (Māori customary rituals) which are framed by Te Aō Māori (the Māori world), enacted through tikanga Māori (Māori philosophy & customary practices) and encapsulated within mātauranga Māori (Māori knowledge).

We will target, plan and drive our health services to create equity of health care for Māori to attain good health and well-being, while developing partnerships with the wider social sector to support whole of system change.

The Vision, Mission and Values from our District

We bring forward and join our values within our district. These will change as we become a team of teams within Te Whatu Ora.

Hutt Valley

Vision

Whanau Ora ki te Awakairangi: Healthy people, healthy families and healthy communities are so interlinked that it is impossible to identify which one comes first and then leads to another.

Ō mātou uara – Values

Mahi Pai 'Can do': Mahi Tahi in Partnership: Mahi Tahi Te Atawhai Tonu Always caring and Mahi Rangatira being our Best

Mission

Working together for health and wellbeing.

Capital and Coast

Vision

Keeping our community healthy and well

Mission

Together, Improve the Health and Independence of the People of the District

Value

Manaakitanga – Respect, caring, kindness
Kotahitanga – Connection, unity, equity
Rangatiratanga – Autonomy, integrity, excellence

Wairarapa

Vision

"Well Wairarapa – Better health for all"

Mission

To improve, promote, and protect health status of the people of the Wairarapa, and the independent living of those with disabilities, by supporting and encouraging healthy choices.

Value

Manaakitanga – Respect, caring, kindness
Auaha – Solutions, responsibility, better
Kotahitanga – Connection, unity, equity
Rangatiratanga – Autonomy, integrity, excellence

District Responsibility

The district leadership have collective accountability for leading with integrity and transparency a progressive, high performing organisation, aimed at improving the health and independence of the community we serve and achieving equitable outcomes for all. The leadership team are responsible for achieving this aim, aligned with our Region, within the available resources, through a skilled, empowered, motivated and supported workforce in line with government and HNZ policy.

Service Perspective

The hospital and health services of the Districts provide a range of services, one such group of services includes Mental Health, Addiction and Intellectual Disability (MHAID) Service. The Service has over 1400 employees and annual revenue of \$135m.

MHAIDS spans three districts - Wairarapa, Capital, Coast and Hutt Valley and includes local, regional, and national services. The local MHAID services are provided from multiple sites within the sub-region – greater Wellington, Hutt Valley and Wairarapa. Te Korowai Whāriki services include regional & national forensic and rehabilitation services covering the Central region while the intellectual disability services extend the length and breadth of the country from six bases located in Whangarei, Auckland, Cambridge, Wellington, Christchurch, and Dunedin.

The core business of the Service is the provision of quality specialist services, integrated with primary and secondary providers in the communities we serve.

The Service is committed to the underlying principles of:

- Te Tiriti o Waitangi as the founding document of Aotearoa/New Zealand
- He Ara Oranga
- Mental Wellbeing Long Term Pathway
- Whakamaua – Māori Health Action Plan 2020-2025
- The New Zealand Disability Strategy: Making a World of Difference – Whakanui Oranga
- Intellectual Disability High and Complex Framework

The Service has access to business support services including People and Culture, and Finance. In addition, management and delivery of clinical services across the Service is underpinned by consultation, advice, and support from a range of cultural, consumer, and family advisors, and business, quality and organisational development personnel.

Team Perspective

Te Korowai Whariki (TKW) is an operational group of regional and national services that has staff based in various locations in the Central Region, from Gisborne to Wanganui through to Wellington. Te Korowai Whariki services are both inpatient and community based. Te Korowai Whariki consists primarily of two arms - Central Regional Services and the Intellectual Disability (ID) Services

The regional arm of Te Korowai-Whāriki includes the Central Regional Forensic Mental Health Service which operates at the interface between Mental Health Services and the Justice System and works within the following settings – prisons, courts, community, and inpatient. The Service offers assessment and rehabilitation services to:

- Defendants charges with criminal offences
- Offenders who have psychiatric illness

The Service also provides consultation and liaison to General Mental Health Services, including provision of cultural support with formal reviews and a network of community services based at Wellington, Wairarapa, Manawatu, Wanganui, Hawke's Bay and Gisborne/East Coast.

The forensic community teams are multidisciplinary based with their principal role as providing mental health services to all prisons (there are 6 prisons and a third of New Zealand's total prison population in the Central Region) and courts (there are 17 court systems) in the region. These teams also follow up in the community certain tangata whaiora/consumers that transition from the inpatient units.

The Central Regional Forensic Service also is involved with the Youth Court providing a Court Liaison Service and completing specialist psychological or psychiatric assessments ordered by the Court through Children Young Persons & Family Act, 1989 (Section 333). Provide consultation and liaison to the CAMHS services and provides services to Youth Justice residential facilities.

Purpose of the role

The primary purpose of this role is to provide brief AOD screening/assessments to clients in the court setting.

To provide the Judge with a summary of the findings along with appropriate recommendations

To provide AOD court ordered reports

To liaison with other AOD services for the purpose of referrals when required.

Key Accountabilities

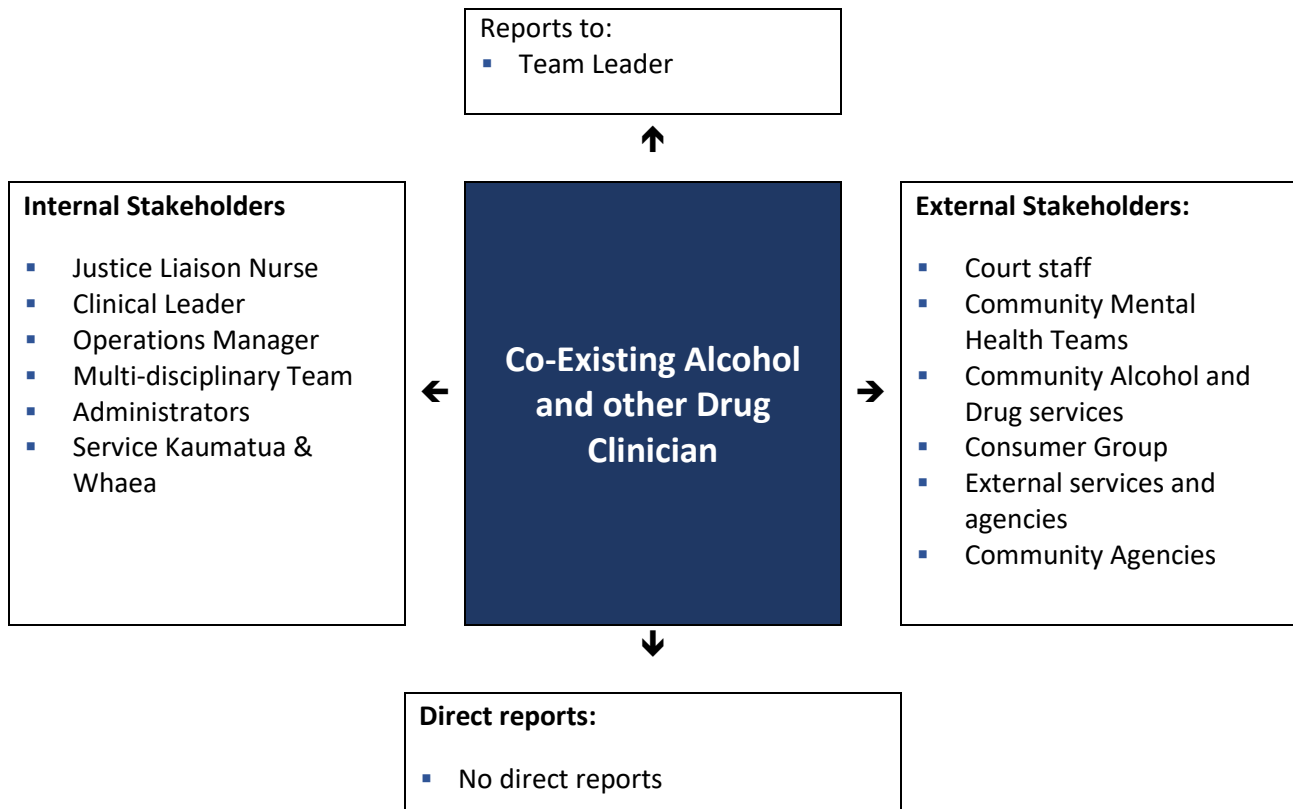
The following role accountabilities may evolve with organisational change and there may be additional duties, relevant to this position that will be required to be performed from time to time.

| Key accountabilities | Deliverables/Outcomes |
|--------------------------------|--|
| Clinical Practice | <ul style="list-style-type: none"> ▪ To provide initial assessment for clients in the court setting. ▪ To maintain ethical standards of practice ▪ To liaise with other Alcohol and Drug Treatment Agencies, General Practitioners, Mental Health and community based organisations to co-ordinate the delivery of service to clients. ▪ Meets the required clinical supervision standards of CCDHB, ▪ Effectively consistently manages at risk behaviour ▪ Has good knowledge of relevant legislation and contracts |
| Teaching & Learning | <ul style="list-style-type: none"> ▪ Maintains competency to practice through identification of learning needs and Continuing Professional Development (CPD) activities. This should comply with professional registration requirements; ▪ Contributes to training within the team/service; ▪ Demonstrates the ability to critically evaluate research and apply to practice; ▪ Maintains an awareness of current developments in the clinical areas being worked in and make recommendations to changes in practice; ▪ Completes mandatory training as applicable for the role; ▪ Participates in regular professional supervision in line with the organisations requirements and/or professional body; ▪ Provides mentoring and clinical support and/or professional supervision where required. |
| Administration | <ul style="list-style-type: none"> ▪ Participate in all meetings to formulate and review policies and procedures. ▪ Accurate information gathered and available on request. ▪ Statistics are completed on a weekly basis ▪ Awareness of and complies with all legislative and contractual requirements as applicable to the role (e.g. Health and safety in |

| | |
|---|--|
| | Employment Act 1992, Privacy Act 1993, Vulnerable Children's Act 2014, Privacy Act, ACC service specifications etc.) |
| Personal Development | <ul style="list-style-type: none"> ▪ To update knowledge of developments in the field through reading journals, attending workshops, seminars and conferences. ▪ Set personal and professional goals and objectives and regularly review them with supervisor and/or professional adviser and Team Leader |
| Key accountabilities | Deliverables/Outcomes |
| Stakeholder engagement | <ul style="list-style-type: none"> ▪ Broadens research and development skills through participation in local audit and research projects as identified by team leaders, professional leaders or Advanced or Expert AH professionals; ▪ Develops and /or participates in regional/sub regional professional networks as appropriate to area of work; ▪ Establishes working partnerships with external organisations to promote integrated working; ▪ Practises in a way that utilises resources (including staffing) in the most cost effective manner; ▪ |
| Continuous Quality Improvement | <ul style="list-style-type: none"> ▪ Identifies improvement opportunities and notifies the manager of these. ▪ . Participates in quality improvement activities to develop and improve service delivery, clinical practice or professional standards. This may include care pathways/treatment protocols, standards of practice etc.; ▪ Provides good patient/client service and is responsive to youth requests or complaints. ▪ Contributes to annual planning process, including identifying gaps in service and participating in work/projects that may result from the planning process; ▪ Complies with standards and works to improve patient/client satisfaction. ▪ Evidence of practicing safely and being ethical and effective ▪ Evidence of working cooperatively with colleagues and treating them with respect. |
| Occupational Health & Safety | <ul style="list-style-type: none"> ▪ Has read and understood the Health & Safety policy and procedures. ▪ Actively supports and complies with Health & Safety policy and procedures. ▪ Evidence of support and compliance with health and safety policy and procedures including use of protective clothing and equipment as required, active participation in hazard management and identification process, and proactive reporting and remedying of any unsafe work condition, accident or injury. |

Works in other areas as identified or following a reasonable request in order to support the organisation in managing safe patient care and maintaining service delivery.

Key Relationships & Authorities



Type of Role:



Operational Role
Service Role
Support Role

Delivers health services directly to consumers.

Delivers services to frontline or other roles.

Develops, manages and improves systems and processes (including managerial, technical, equipment, financial and organisational).

Capability Profile

Solid performance in the role requires demonstration of the following competencies. These competencies provide a framework for selection and development.

| Competency | Behaviours |
|-------------------------------|---|
| Problem solving | <ul style="list-style-type: none"> ▪ Uses rigorous logic and methods to solve difficult problems with effective solutions ▪ Probes all fruitful sources for answers ▪ Can see hidden problems ▪ Is excellent at honest analysis ▪ Looks beyond the obvious and doesn't stop at first answers |
| Priority Setting | <ul style="list-style-type: none"> ▪ Spends his/her time and the time of others on what's important; ▪ Quickly zeros in on the critical few and puts the trivial many aside; ▪ Can quickly sense what will help or hinder accomplishing a goal; ▪ Eliminates roadblocks; ▪ Creates focus. |
| Interpersonal savvy | <ul style="list-style-type: none"> ▪ Relates well to all kinds of people – up, down and sideways, inside and outside the organisation ▪ Builds appropriate rapport ▪ Builds constructive and effective relationships ▪ Uses diplomacy and tact ▪ Can diffuse even high tension situations comfortably |
| Communication | <ul style="list-style-type: none"> ▪ Practises active and attentive listening; ▪ Explains information and gives instructions in clear and simple terms; ▪ Willingly answers questions and concerns raised by others; ▪ Responds in a non-defensive way when asked about errors or oversights, or when own position is challenged; ▪ Is confident and appropriately assertive in dealing with others; ▪ Deals effectively with conflict. |
| Team Work | <ul style="list-style-type: none"> ▪ Develops constructive working relationships with other team members; ▪ Have a friendly manner and a positive sense of humour; ▪ Works cooperatively - willingly sharing knowledge and expertise with colleagues; ▪ Shows flexibility - is willing to change work arrangements or take on extra tasks in the short term to help the service or team meet its commitments; ▪ Supports in word and action decisions that have been made by the team; ▪ Shows an understanding of how one's own role directly or indirectly supports the health and independence of the community. |
| Quality and Innovation | <ul style="list-style-type: none"> ▪ Provides quality service to those who rely on one's work; ▪ Looks for ways to improve work processes - suggests new ideas and approaches; ▪ Explores and trials ideas and suggestions for improvement made by others; ▪ Shows commitment to continuous learning and performance development. |
| Taking responsibility | <ul style="list-style-type: none"> ▪ Is results focussed and committed to making a difference; ▪ Plans and organises work, allocating time to priority issues, meeting deadlines and coping with the unexpected; ▪ Adjusts work style and approach to fit in with requirements; ▪ Perseveres with tasks and achieves objectives despite obstacles; ▪ Is reliable - does what one says one will; ▪ Consistently performs tasks correctly - following set procedures and protocols. |

| Competency | Behaviours |
|-------------------------------|--|
| Integrity and Trust | <ul style="list-style-type: none"> ▪ Is widely trusted; ▪ Is seen as direct, truthful individual; ▪ Can present the unvarnished truth in an appropriate and helpful manner; ▪ Keeps confidences; ▪ Admits mistakes; ▪ Doesn't misrepresent him/herself for personal gain. |
| Customer Focus | <ul style="list-style-type: none"> ▪ Is dedicated to meeting the expectations and requirements of internal and external customers; ▪ Gets first-hand customer information and uses it for improvements in products and services; ▪ Acts with customers in mind; ▪ Establishes and maintains effective relationships with customers and gains their trust and respect. |
| Partnership with Maori | <ul style="list-style-type: none"> ▪ Understands the principals of Te Tiriti o Waitangi and how these apply within the context of health service provision; ▪ Applies the notion of partnership and participation with Maori within the workplace and the wider community; ▪ Promotes and participates in targeting Maori health initiatives by which Maori health gains can be achieved. Implements strategies that are responsive to the health needs of Maori. |

Experience and Capability

Essential qualifications, skills and experience

A. Knowledge, Skills & Experience:

- Minimum of 2-5 years clinical practice
- Clinical experience applicable to role

B. Essential Professional Qualifications / Accreditations / Registrations:

- Has a tertiary qualification in any one of the following disciplines: Nursing, Social Work, Psychology, Occupational Therapy or closely allied clinical field
- Qualification in Addiction studies or an undergraduate health degree recognised and approved by the Addiction Practitioner's Associate, Aotearoa New Zealand (DAPAANZ)

C. Someone well-suited to the role will place a high value on the following:

- Focus on delivering high quality care for the tangata whaiora /whanau
- Self-motivated in developing clinical and professional practice

D. Other

- Current Full NZ Driver's licence with ability to drive a manual or an automatic car (required for roles based in the community or where the role may be required to work across multiple sites)
- Proficiency in MS Office suite, internet resources and email
- A high standard of written and spoken English

**Ma tini, ma mano, ka rapa te whai
By joining together we will succeed**

Te Whatu Ora is committed to Te Tiriti o Waitangi principles of partnership, participation, equity and protection by ensuring that guidelines for employment policies and procedures are implemented in a way that recognises Māori cultural practices.

We are committed to supporting the principles of Equal Employment Opportunities (EEO) through the provision and practice of equal access, consideration, and encouragement in the areas of employment, training, career development and promotion for all its employees.