

Position Description

Position	Occupational Therapist
Team / Service	Community Alcohol and Drugs Service (CADS)
Directorate	Mental Health, Addictions and Intellectual Disability Service
District	Capital, Coast & Hutt Valley and Wairarapa Districts
Responsible to	Team Leader Tūhonohono - Addiction Services Mental Health, Addictions & Intellectual Disability (MHAID) Service 3DHB
Location	Level 1 113 Adelaide Road Mount Cook 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 and surgical 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.

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, addictions and intellectual disability service for the Wairarapa District and Capital, Coast & Hutt Valley District, with multiple specialist facilities. 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.

Mission

Working together for health and wellbeing.

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

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

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.

Team/Service Perspective

Alcohol & Drug Services

Tūhonohono - Addiction Services is a multidisciplinary team comprising of psychiatrists, psychologists, nurses, social workers, occupational therapists, medical officers, and administration staff. We are managed by a Team Leader.

The team offers specialist services for people with substance use and coexisting mental health problems or coexisting physical illness. We are committed to the development of addiction services across Te Whatu Ora. The focus of the service is on providing evidenced based treatment interventions for those people who present with more complex needs and higher risks.

Addiction Services are committed to fully implementing the Choice and Partnership Approach (CAPA) and require clinicians who are familiar with this approach and have relevant skills.

Purpose of the role

To provide high quality assessment and treatment for clients experiencing substance use and coexisting mental health problems or coexisting physical illness. It is really important that we ensure we met our clients' needs in a culturally, clinically and legally safe manner.

Occupational Therapists work as part of our multidisciplinary team, to provide assessments and interventions for clients in our service. Occupational Therapists will also provide individual case management support and may also facilitate group work with our clients.

Our Occupational Therapist within the team, are responsible for providing clinically effective service users assessment, treatment, intervention and goal setting with service users. This includes treatment /recovery plans developed together with the service users and family/whanau. The role also involves on –going monitoring and discharge panning.

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
1. Professional Practice	<ul style="list-style-type: none"> • Maintains standards of professional practice and promotes and supports other's professional development. • Complies with statutory obligations. • Ensures continuing personal and professional development and training activities. • To apply knowledge and skills from theory and research to the practice of OT
2. Service Planning	<ul style="list-style-type: none"> • Actively participate in the service planning and development. • Client related documentation is maintained to a high standard. • All documentation is complete and accurate. • All parties are kept appropriately informed about a service user's treatment.
3. Te Tiriti o Waitangi	<ul style="list-style-type: none"> • Cultural competence is grown across the team, supporting inclusion and partnership. • Work in partnership with stakeholders to achieve our equity goals for Māori and ensure Te Tiriti o Waitangi obligations are adhered to. • Equity outcomes are front and centre in goals, performance monitoring and plans for service and team performance

Key accountabilities	Deliverables / Outcomes
4. Continuous Quality Improvement	<ul style="list-style-type: none"> ▪ Identifies improvement opportunities and notifies the manager of these. ▪ Participates in the service’s quality improvement activities ▪ Provides professional service to service users and is responsive to service user requests or complaints. ▪ Complies with standards and works to improve service user satisfaction.
5. Health & Safety	<ul style="list-style-type: none"> ▪ Ensure all Health & Safety obligations under the legislation are applied and managed to and that a culture of safe practice is second nature ▪ Actively support and ensure compliance with Health & Safety policy and procedures; ensuring staff also support and comply. ▪ Maintain a proactive culture of Health & Safety supported by systems. ▪ Ensure providers are aware of and have processes to comply with their health and safety responsibilities

- Actively participate in service planning and development.
 - Participates in service’s risk minimisation activities
 - Complies with Te Whatu Ora’s Reportable Events policy and other policies and procedures
- Participates in audits and works to update service user files

Key Relationships & Authorities



Capability Profile

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

Competency	Behaviours
Interpersonal skills	<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
Teamwork	<ul style="list-style-type: none"> • Develops and maintains positive relationships and works in partnership with other team members. • Develops rapport and builds network of constructive working relationships with key people and services. • Effectively uses team dynamics and individual operating styles to build team processes and strengths. • Shares knowledge and works cohesively with the team. • Attends relevant meetings.

Competency	Behaviours
Planning	<ul style="list-style-type: none"> ▪ Accurately scopes out length and difficulty of tasks and projects ▪ Sets objectives and goals ▪ Breaks down work into the process steps ▪ Develops schedules and task/people assignments ▪ Anticipates and adjusts for problems and roadblocks ▪ Measures performance against goals ▪ Evaluates results
Innovation	<ul style="list-style-type: none"> ▪ Is innovative in the development of business initiatives and projects. ▪ Is proactive and motivated and responds positively to new challenges and opportunities. ▪ Develops new and/or more effective work processes and systems through lateral thinking and creativity.
Work Approach	<ul style="list-style-type: none"> • Is results focussed and committed to making a difference. • Plan and organise own workload, allocating time to priority issues, meeting deadlines and coping with the unexpected. • Adjusts work style and approach to fit in with requirements. • Focuses on quality improvement and customer satisfaction. • Perseveres with tasks and achieves objectives despite obstacles.
Negotiating	<ul style="list-style-type: none"> ▪ Can negotiate skilfully in tough situations with both internal and external groups; ▪ Can settle differences with minimum noise; ▪ Can win concessions without damaging relationships; ▪ Can be both direct and forceful as well as diplomatic; ▪ Gains trust quickly of other parties to the negotiations; ▪ Has a good sense of timing

Experience and Capability

Essential qualifications, skills and experience

- **Knowledge, Skills & Experience:**
- Knowledge and experience of working in the A&D field is an advantage
- Ability to work within the Mental Health Act requirements.
- Ability to transfer care plan goals to meaningful client centered interventions and activities.
- Ability to exercise initiative and sound judgment when making decisions.
- Ability to adapt work practices to reflect the specialised level and type of care for the client group.
- Participate in supervision and provide supervision to others where appropriate.
- Self-motivated and able to work both independently and within a team environment.

- **Essential Professional Qualifications / Accreditations / Registrations:**

- Degree in Occupational Therapy or relevant tertiary occupational therapy qualification.
- New Zealand Registered Occupational Therapist and holder of current Annual Practicing Certificate.
- **Someone well-suited to the role will place a high value on the following:**
 - Understanding of mental health and addiction in adults and the impact of these issues on clients, their families and community.
 - A non-judgemental approach to addiction and the lifestyle choices of our client group.
 - Effective oral and written communication.
 - Recognising and managing risk in a clinical environment.
 - Working in an emotionally challenging and changing environment.
 - Responding to changing demands / priorities / workloads at short notice.
 - Working in a multi-disciplinary environment.

Other

- Current driver's license

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.