

## Position Description

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<b>Position</b>	<b>Senior Medical Officer – Consultant Paediatric Surgeon</b>
<b>Team / Service</b>	Paediatric Surgery, Child Health Service
<b>Directorate</b>	Women’s and Children’s Directorate
<b>District</b>	Capital, Coast & Hutt Valley
<b>Responsible to</b>	Clinical Leader (Paediatric Surgery), Child Health Service Operations Manager, Child Health Service
<b>Children’s Act 2014</b>	This position is classified as a children’s worker, requiring a safety check including police vetting before commencing and every three years
<b>Location</b>	This position is expected to work from Wellington, Te Wao Nui – Child Health Service Hospital

## Te Whatu Ora

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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

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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.

## Te Tiriti o Waitangi and Māori Health Outcomes

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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

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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

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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.

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.

## Service Perspective

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The Children's Health Service comprises resourced inpatient cots/beds for 60 infants, children and young people. This service encompasses a Neonatal Intensive Care Unit with a dedicated homecare team. There are two inpatient wards, one for children of 6 years and under, and one for children over 6 years which includes the regional oncology service. The ambulatory service includes a children's Acute Assessment unit, day stay ward, paediatric outpatient service and a community paediatric, nursing team in Wellington, an acute assessment and outpatient facility at Kenepuru, and outpatient clinics at Kapiti Children's Health also includes a Child Development Service and the Regional Genetics Service.

### *Paediatric Surgery*

Paediatric Surgery provides acute and elective paediatric surgery. The tertiary services are delivered to children from the entire central region. Outreach clinics and day surgery operating lists are held in Whanganui, Palmerston North and Hastings on a regular basis according to local need. The service routinely performs about 1,200 surgical procedures each year. The paediatric surgical unit works closely with the Christchurch paediatric surgical service, and as the framework for an integrated national service develops is likely to develop closer links with Waikato and Auckland's Starship Hospitals. In addition, there is close co-operation with one of only two Maternal-Fetal Management (MFM) services in New Zealand, focusing on the wellbeing of women and new-born infants who have Maternal Fetal complications or complex health needs.

There are currently two full-day Paediatric Surgery lists available to the service each week at the Wellington Regional Hospital and one half-day day-case list each week at Kenepuru Hospital. Each Surgeon provides at least one half-day Outpatient Clinic each week, and all surgeons contribute to the Outpatient Clinics at Kenepuru Hospital and Hutt Hospital each month. In addition, all the Surgeons contribute to regional service that provides day surgery and outpatient clinics at Palmerston North, Hastings and at Whanganui Hospital, and clinics to Masterton.

There is close co-operation with the Regional Neonatal Unit, which takes patients from the upper part of the South Island and the lower part of the North Island. The service provides secondary and tertiary level paediatric surgical services (including Neonatal Surgical Services) to the lower North Island and Neonatal Surgical Services to the Nelson-Marlborough region.

## Role Perspective

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- To provide Consultant services, which facilitate the provision of appropriate high quality responsive Specialist Paediatric Surgery care to infants and children in CCDHB and at Regional Outreach Clinics.
- In future to participate in a Paediatric Outreach Surgical model where children are operated on by appropriately qualified Paediatric Surgeons, and, where possible, day case surgery is provided on the DHB of domicile.
- To participate in training of RMOs in Paediatric and General Surgery Training Programmes as well as trainees in Paediatrics.

- To be accountable for the provision of tertiary transfer and phone advice to other Paediatric and General Surgical Services in the Central Region.
- To provide input into Service planning and longer term strategic planning of Paediatric Surgical Services at Capital & Coast District Health Board.

## Purpose of Role

To provide Paediatric Services that will facilitate the provision of appropriate high quality Paediatric Services to the patients who come under his/her care.

## Key Accountabilities

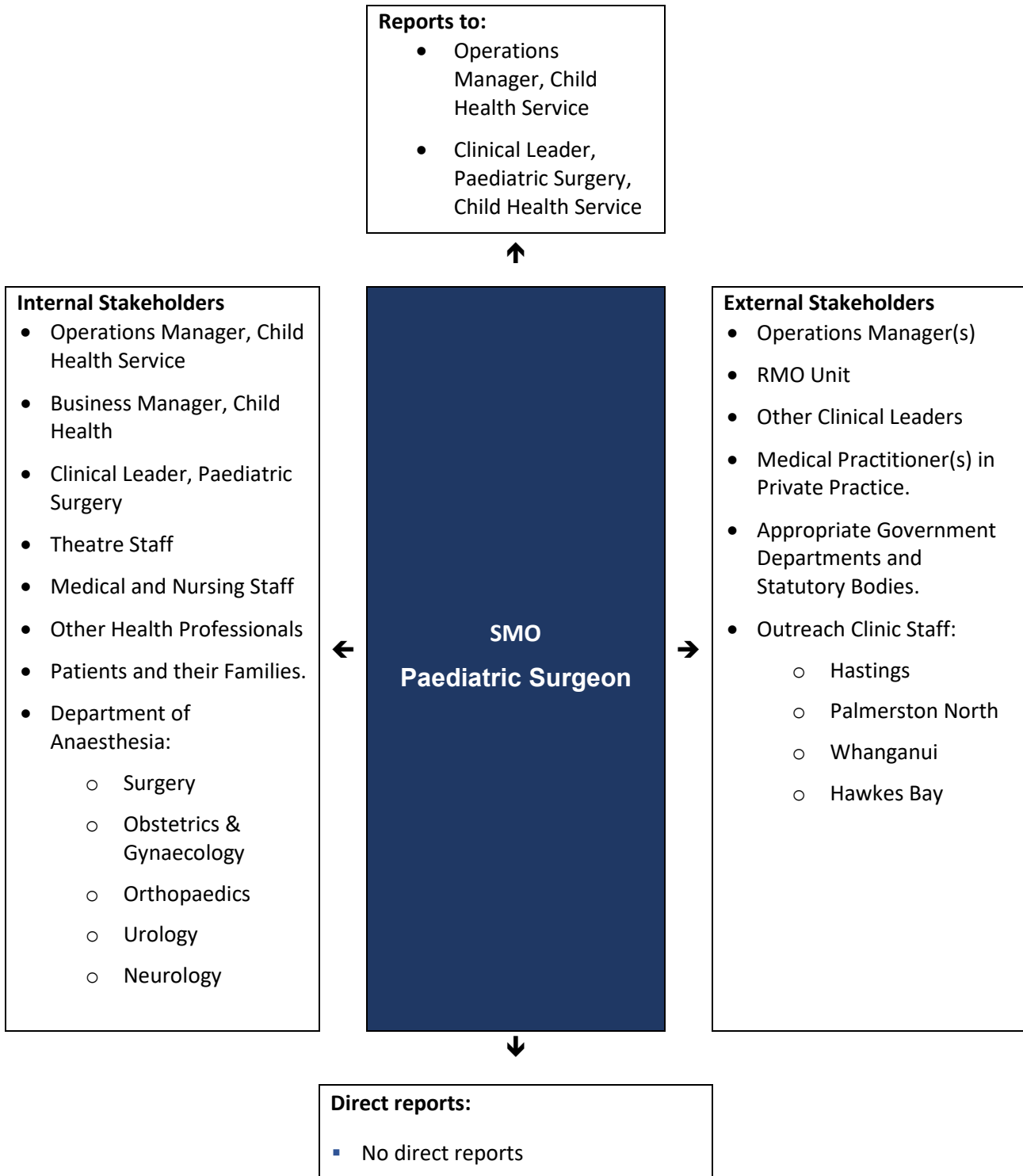
The following role accountabilities may evolve with organisational change and there may be additional duties, relevant to this position that will be required to be performed from time to time.

Key accountabilities	Deliverables / Outcomes
<b>Clinical Responsibility</b>	<ul style="list-style-type: none"> <li>• To assess, diagnose and appropriately treat patients with the clinical setting in which the consultant is working.</li> <li>• To be familiar with all appropriate techniques for providing appropriate assessment, diagnosis and treatment of Paediatric Surgical Patients.</li> <li>• To participate in an effective “On-Call” Roster.</li> <li>• To consult and liaise with other Professionals involved with the patient.</li> <li>• To participate in the education of the patient, and relevant others about his/her illness and treatment.</li> <li>• Obtain informed consent for proposed treatment/procedures.</li> <li>• To attend and actively participate in Clinical Departmental Meetings for the purpose of assessment, planning and implementing treatment.</li> <li>• To provide the level of Service as specified in the yearly output targets.</li> <li>• To adhere to the protocols, guidelines and practice standards pertaining to the area of Clinical Practice.</li> <li>• To practice in a manner consistent with established Ethical Standards as provided by the Medical Council of New Zealand and RACP.</li> <li>• Take responsibility for supervising the work of RMOs and Medical Students where required, and for other Health Professionals involved in the management of the patient</li> </ul>
<b>Quality Assurance</b>	<ul style="list-style-type: none"> <li>• To maintain and demonstrate a high level of competence</li> <li>• To initiate and participate in audits, or of own and other Child Health Staff who work within the Service</li> </ul>
<b>Team Responsibility</b>	<ul style="list-style-type: none"> <li>• Provide a quality service in accordance with Child Health Service’s aims and objectives and within the available resources.</li> </ul>
<b>Consultation Liaison</b>	<ul style="list-style-type: none"> <li>• To act as a Consultant to other Health Professionals.</li> </ul>

Key accountabilities	Deliverables / Outcomes
<b>Quality and Risk Management</b>	<ul style="list-style-type: none"> <li>• Establishment of C&amp;CDHB Quality Systems within Service and a cycle of monitoring, Reporting and Improvement.</li> <li>• Oversight of Service specific Guidelines, Policies and Protocols</li> </ul>
<b>Research</b>	<ul style="list-style-type: none"> <li>• Initiate and participate when appropriate in Research approved by the Board's Ethics Committee and as requested by or negotiated with the Clinical Director/Head of Department</li> </ul>
<b>Teaching Responsibilities</b>	<ul style="list-style-type: none"> <li>• Participate in Training undergraduate, Medical and Paramedical Staff</li> </ul>
<b>Technical outcomes / accountabilities</b>	<ul style="list-style-type: none"> <li>• Relates well to all kinds of people – up, down, and sideways, inside and outside the organisation</li> <li>• Builds appropriate rapport</li> <li>• Builds constructive and effective relationships</li> <li>• Uses diplomacy and tact</li> <li>• Can diffuse even high-tension situations comfortably</li> </ul>
<b>Professional Development</b>	<ul style="list-style-type: none"> <li>• SMOs \ RMOs have agreed Development Plans.</li> <li>• Networks developed to learn from beyond the Service and the learning is applied.</li> <li>• Maintains a close link with the University of Otago to develop research opportunities and \ or shared appointments.</li> </ul>
<b>Te Tiriti o Waitangi</b>	<ul style="list-style-type: none"> <li>• Work in partnership with stakeholders to achieve our equity goals for Māori and ensure Te Tiriti o Waitangi obligations are adhered to</li> <li>• Equity outcomes are front and centre in goals, performance monitoring and plans for service and team performance</li> <li>• Cultural competence is grown across the team, supporting inclusion and partnership.</li> </ul>
<b>Occupational Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>• Safety Management - Proactive Health &amp; Safety Systems are in place</li> <li>• Injury Management - reactive Safety Management Systems are in place.</li> </ul>

## Key Relationships & Authorities

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## Capability Profile

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

Competency	Behaviours
<b>Strategic Agility</b>	<ul style="list-style-type: none"> <li>▪ Sees ahead clearly</li> <li>▪ Can anticipate future consequences and trends accurately</li> <li>▪ Has broad knowledge and perspective</li> <li>▪ Is future oriented</li> <li>▪ Can articulately paint credible pictures and visions of possibilities and likelihoods</li> <li>▪ Can create competitive and breakthrough strategies and plans</li> </ul>
<b>Total Work Systems</b>	<ul style="list-style-type: none"> <li>▪ Is dedicated to providing organisation or enterprise-wide common systems for designing and measuring work processes</li> <li>▪ Seeks to reduce variances in organisation processes</li> <li>▪ Delivers the highest quality products and services which meet the needs and requirements of Internal and External customers</li> <li>▪ Is committed to continuous improvement through empowerment and management by data</li> <li>▪ Leverages technology to positively impact quality</li> <li>▪ Is willing to re-engineer processes from scratch</li> <li>▪ Is open to suggestions and experimentation</li> <li>▪ Creates a learning environment leading to the most efficient and effective work processes</li> </ul>
<b>Motivating Others</b>	<ul style="list-style-type: none"> <li>▪ Creates a climate in which people want to do their best</li> <li>▪ Can motivate many kinds of direct reports and team or project members</li> <li>▪ Can assess each person's key drivers/values and use these to get the best out of him/her</li> <li>▪ Pushes tasks and decisions down</li> <li>▪ Empowers others</li> <li>▪ Invites input from each person and shares ownership and visibility</li> <li>▪ Makes each individual feel his/her work is important</li> <li>▪ Is someone people like working for</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>▪ Practises active and attentive listening.</li> <li>▪ Explains information and gives instructions in clear and simple terms.</li> <li>▪ Willingly answers questions and concerns raised by others.</li> <li>▪ Responds in a non-defensive way when asked about errors or oversights, or when own position is challenged.</li> <li>▪ Is confident and appropriately assertive in dealing with others.</li> <li>▪ Deals effectively with conflict.</li> </ul>
<b>Impersonal Savvy</b>	<ul style="list-style-type: none"> <li>▪ Relates well to all kinds of people – up, down, and sideways, inside and outside the Organisation</li> <li>▪ Builds appropriate rapport</li> <li>▪ Builds constructive and effective relationships</li> <li>▪ Uses diplomacy and tact</li> <li>▪ Can diffuse even high-tension situations comfortably</li> </ul>
<b>Integrity and Trust</b>	<ul style="list-style-type: none"> <li>▪ Is widely trusted</li> <li>▪ Is seen as a direct, truthful individual</li> <li>▪ Can present the unvarnished truth in an appropriate and helpful manner</li> <li>▪ Keeps confidences</li> <li>▪ Admits mistakes</li> <li>▪ Doesn't misrepresent her/himself for personal gain</li> </ul>

## Experience and Capability

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Essential qualifications, skills and experience

### A. Knowledge, Skills & Experience:

- Possess broad experience of Surgery (Paediatrics) and hospital based Clinical Management of Children's Health.
- Proven ability to participate in Multi-Disciplinary Team environment.

### B. Essential Professional Qualifications / Accreditations / Registrations:

- Applicants must be registered in New Zealand or hold qualifications entitling them to registration in New Zealand.
- Hold Fellowship of the Royal Australasian College of Surgeons (Paediatrics) or an equivalent postgraduate qualification allowing registration as a Specialist Paediatric Surgeon with the Medical Council of New Zealand

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

- Able to demonstrate a high degree of Clinical skill.
- Possess a broad experience of community and hospital based clinical management of Children's Surgical Health problems.
- Motivated to achieve high quality results.
- A commitment to on-going professional and personal learning, with a high degree of commitment to the profession.
- Proven ability to participate in a Multi-Disciplinary Team environment.
- Ability to manage time effectively and meet deadlines.
- Effective listening skills, verbal, non-verbal and written communication skills.
- An ability to accept and delegate responsibility appropriately.
- A commitment to motivating and coordinating staff.
- Ability to participate in the training and development of Registrars.
- A commitment to developing an understanding of Maori aspirations, the implications of the Treaty of Waitangi and to bi-cultural practices.

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

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