

## Position Description

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<b>Position</b>	Specialist in Anaesthesia
<b>Team / Service</b>	Department of Anaesthesia and Pain Management
<b>Directorate</b>	Hospital Flow Directorate
<b>District</b>	Capital, Coast & Hutt Valley
<b>Responsible to</b>	Clinical Leader / Service Leader
<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 and Kenepuru hospitals

## 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.

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

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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.

## Team/Service Perspective

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There are three Groups within the Te Whatu Ora - Provider Services. The Groups each have an expenditure budget of between \$170 -210 million, and a staff of approximately 1100 -1500 full time equivalents, and provide hospital services to the people of the Wellington region.

## Purpose of the role

The Specialist is required to undertake their clinical responsibilities and to conduct themselves in all matters relating to their employment, in accordance with the relevant ethical and professional standards and guidelines, as determined from time to time by:

- The Australian and New Zealand College of Anaesthetists
- The Medical Council of New Zealand
- The Health and Disability Commissioner
- Te Whatu Ora – Capital, Coast and Hutt Valley in its Policies and Procedures

## Key Accountabilities

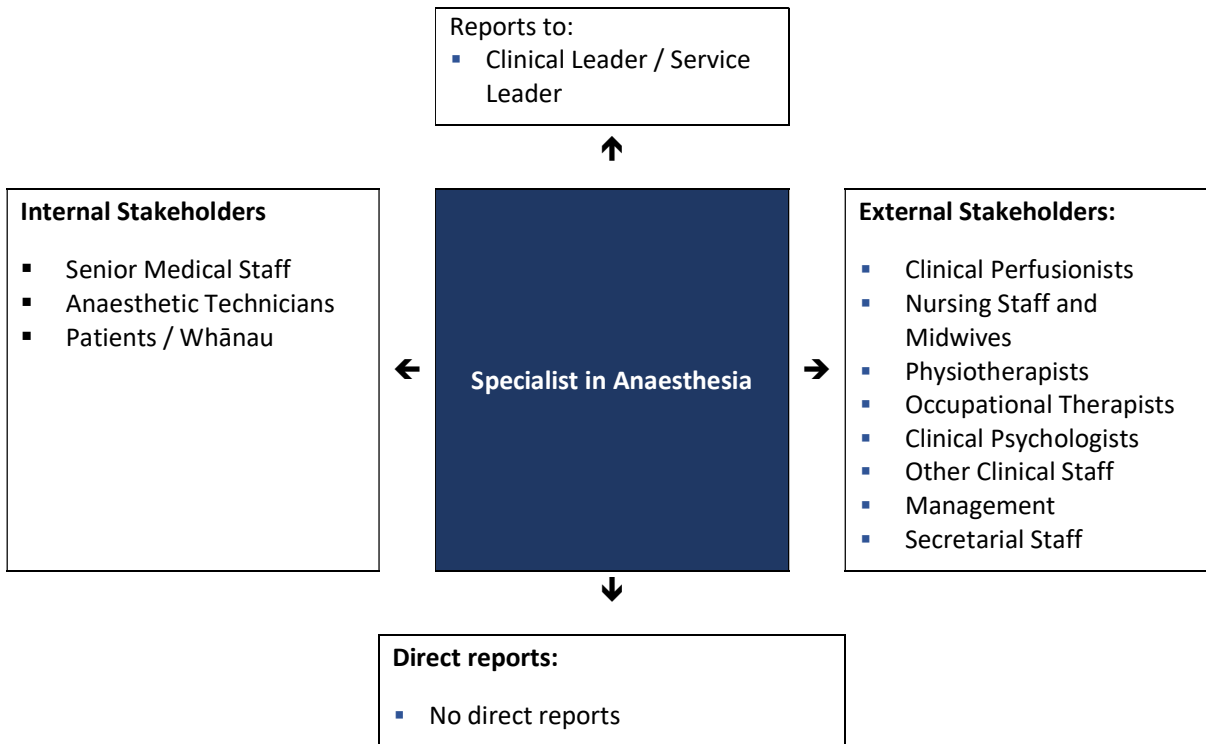
The following role accountabilities may evolve with organisational change and there may be additional duties, relevant to this position that will be required to be performed from time to time.

Key accountabilities	Deliverables / Outcomes
1. Perioperative Clinic and Preoperative	<ul style="list-style-type: none"> <li>▪ Conduct pre-anaesthesia outpatient consultations and preoperative review and assessment of patients referred for anaesthesia.</li> <li>▪ Provide full explanation to the patients and gain informed consent.</li> <li>▪ Complete and document the preoperative evaluation and proposed management clearly in the patient record.</li> <li>▪ Prescribe premedication when appropriate and indicate clearly the regular medications to be given or withheld.</li> <li>▪ Obtain documented informed consent for anaesthesia.</li> <li>▪ Provide clear instructions regarding preoperative food and fluids to be given or withheld.</li> <li>▪ Participate in the roster providing 24 hour cover for the Anaesthesia and Pain Management Service.</li> <li>▪ When “on call” be available to respond within 5 minutes to requests for telephone advice, and to attend to patients requiring care within 20 minutes.</li> <li>▪ Take professional care of, and assume clinical responsibility for, patients admitted or transferred under his/her care.</li> </ul>
2. Operative	<ul style="list-style-type: none"> <li>▪ Deliver care on a sessional basis as rostered using allocated time efficiently and effectively to meet service goals.</li> <li>▪ Complete formal patient identification and consent check.</li> <li>▪ Carry out appropriate anaesthetic procedures and provide resuscitation and general medical care as required throughout surgery.</li> <li>▪ Complete all required documentation.</li> </ul>
3. Postoperative	<ul style="list-style-type: none"> <li>▪ Provide appropriate hand-over to PACU staff</li> <li>▪ Supervise care during the initial recovery period and liaise with ward staff as appropriate regarding ongoing analgesia and fluid regimen.</li> <li>▪ Initiate advanced analgesic procedures when appropriate.</li> <li>▪ Carry out postoperative review.</li> </ul>
4. Additional Services	When rostered:

Key accountabilities	Deliverables / Outcomes
	<ul style="list-style-type: none"> <li>▪ As Supervising Consultant, supervise all trainees who require category 3 or 4 supervision, provide cover for in-theatre and post anaesthesia care unit acute calls and SEAM team calls, and respond promptly to other calls for assistance by an anaesthetist.</li> <li>▪ Provide anaesthesia services to other locations – for example, Delivery Suite, Radiology, Emergency Department, Radiotherapy, Gastroenterology and Cardiology Department.</li> <li>▪ Participate in the specialist rosters providing after hours cover for anaesthesia services.</li> </ul>
5. Acute Pain Management Service	<p>If rostered:</p> <ul style="list-style-type: none"> <li>▪ Provide specialist input to the Acute Pain Management team.</li> <li>▪ Communicate as appropriate with surgical and other specialists to facilitate patient care.</li> <li>▪ Contribute to the development of appropriate management protocols, guidelines, and audit procedures.</li> </ul>
6. Regional Pain Assessment and Rehabilitation Service	<p>If credentialed to practice in this field, the specialist will:</p> <ul style="list-style-type: none"> <li>▪ Provide a specialist pain medicine contribution to the multidisciplinary team.</li> <li>▪ Receive and prioritise referrals for pain problems.</li> <li>▪ Conduct clinics as rostered and assess patients to arrange investigation and ongoing care as appropriate.</li> <li>▪ Undertake procedures as required.</li> <li>▪ Provide appropriate follow-up.</li> <li>▪ Prepare reports for outside agencies as required.</li> </ul>
7. Quality Improvement, Audit, Review and Research	<p>Te What Ora – Capital, Coast and Hutt Valley Board is committed to quality improvement. All departments and all staff have responsibilities both at a professional level and at a service level to participate in quality assurance programmes as an integral part of their activities.</p> <p>The specialist will:</p> <ul style="list-style-type: none"> <li>▪ On a regular and ongoing basis participate in audit activities relevant to his/her practice profile.</li> <li>▪ Attend and participate in regular clinical audit and clinical review meetings.</li> <li>▪ Implement the recommendations of the department’s quality assurance committee.</li> <li>▪ Attend proactively to patient complaints and comply with all organisational policy on such matters.</li> <li>▪ Support the department’s research activities.</li> </ul>
8. Involvement in Te Whatu Ora Issues	<ul style="list-style-type: none"> <li>▪ Participate on request in committee and liaison work in developing initiatives – e.g. Te Whatu Ora initiatives, electronic patient record.</li> </ul>
9. Education and Training / Professional Leadership	<ul style="list-style-type: none"> <li>▪ Maintain involvement in professional organisations as required to fulfil continuing education and maintenance of standards requirements as laid out in the ANZCA CPD program or a suitable alternative accepted by the New Zealand Medical Council.</li> </ul>

Key accountabilities	Deliverables / Outcomes
	<ul style="list-style-type: none"> <li>▪ Be committed to ongoing personal learning and professional development.</li> <li>▪ Support and participate as requested in the department’s training and continuing education programmes.</li> <li>▪ Contribute as required to the trainee’s in-training assessment processes.</li> <li>▪ Contribute on request to educational and training activities for other specialties, junior medical staff, nursing, and other clinical staff.</li> <li>▪ Participate as appropriate in professional, educational, and research activities on a national and international level. Strong encouragement is given to undertaking such work and to publishing reports and papers, organising and contributing actively to conferences, and participating in Society, College, and wider professional affairs.</li> </ul>
10. Key Relationships & Authorities	<ul style="list-style-type: none"> <li>▪ Maintain harmonious and productive relationships with clinical and management colleagues.</li> <li>▪ Normally attend all departmental meetings relevant to responsibilities.</li> <li>▪ Work as a member of the department to meet the throughput and budget targets contained in the health service plan.</li> <li>▪ Prepare reports and proposals as required.</li> <li>▪ Contribute to the development of relevant protocols and policies.</li> <li>▪ Represent the department within the hospital committee structures when nominated.</li> </ul>
11. Te Tiriti o Waitangi	<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>
12. Health & Safety	<ul style="list-style-type: none"> <li>▪ Ensure all Health &amp; Safety obligations under the legislation are applied and managed to and that a culture of safe practice is second nature.</li> <li>▪ Actively support and ensure compliance with Health &amp; Safety policy and procedures; ensuring staff also support and comply.</li> <li>▪ Maintain a proactive culture of Health &amp; Safety supported by systems.</li> <li>▪ Ensure providers are aware of and have processes to comply with their health and safety responsibilities.</li> </ul>

## 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
Clinical Management Personal Work Targets	<ul style="list-style-type: none"> <li>Obtains informed consent for all procedures in accordance with accepted current standards of practice.</li> <li>Maintains a high standard of professional care in accordance with the New Zealand Medical Associate Code of Ethics and as laid down in Medical Council of New Zealand Standards, the Australian and New Zealand College of Anaesthetists Code of Conduct, Protocols and Standards documents, statutory and regulatory requirements and Capital and Coast Health policies.</li> <li>Delivers care on a sessional basis using allocated time efficiently and effectively.</li> <li>Completes all required documentation clearly, comprehensively, and accurately.</li> <li>When "on call" is available and responds immediately to support trainees and to attend to patients requiring care.</li> </ul>
	<ul style="list-style-type: none"> <li>Handles problems and complaints sensitively and effectively.</li> </ul> <p>Attendance at Te Whatu Ora Open Disclosure Workshop</p>
	<ul style="list-style-type: none"> <li>Harmonious and productive working relationships are maintained.</li> <li>All relevant department meetings are attended.</li> </ul>

Competency	Behaviours	
Team Role – Relationships Department Work Responsibilities	<ul style="list-style-type: none"> <li>Reports are completed and dispatched in a timely manner.</li> </ul>	
	<ul style="list-style-type: none"> <li>Contributes to the development of effective multidisciplinary teams.</li> </ul>	Participates in Surgical Safety Checks including pre-list briefing, “time-out” procedures and end of day debriefing.
	<ul style="list-style-type: none"> <li>The department is represented adequately on hospital committees when requested.</li> </ul>	Is able to account for use of allocated Departmental Non-Clinical Duties
Quality Improvement, Review and Research - Process Improvement	<ul style="list-style-type: none"> <li>Participates in the departmental reviews of drugs, equipment, and methods of clinical management.</li> <li>Reports anaesthesia related morbidity / mortality and critical incidents.</li> <li>Participates in departmental programme of clinical audit.</li> <li>Attends department quality assurance and research meetings.</li> <li>Obtains appropriate Ethics Committee approval for all research and other relevant activities.</li> <li>All research undertaken is published or otherwise submitted for peer evaluation</li> </ul>	
Improvement in Organisational Issues	<ul style="list-style-type: none"> <li>Contributes to Service development.</li> </ul>	
Educational and Training / Professional Leadership	<ul style="list-style-type: none"> <li>Continuing Professional Development requirements are complied with.</li> <li>Support and assistance is given to trainees.</li> <li>Professional / educational / research activities are undertaken.</li> </ul>	

## Experience and Capability

Essential qualifications, skills and experience

### A. Knowledge, Skills & Experience:

- Is able to demonstrate a high degree of clinical skill and competence in perioperative anaesthesia care and pain management.
- Has proven ability to participate effectively in a multidisciplinary team environment.
- Has effective written and oral communication skills.

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

- Holds registration from the Medical Council of New Zealand approving a scope of practice in Anaesthesia.

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

- Has an understanding of Maori culture, is sensitive to multicultural practices, and has a commitment to honour bicultural obligations under the Treaty of Waitangi.
- Has a commitment to ongoing professional and personal learning.
- Has a commitment to clinical quality management.



- Has a commitment to support and contribute to the training programme for junior staff.

**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.