

## Position Description

<b>Position</b>	<b>Rehabilitation Physician</b>
<b>Team / Service</b>	Inpatient Older Persons, Rehabilitation & Allied Health
<b>Group</b>	Community, Allied Health and Older Adults
<b>District</b>	Capital, Coast & Hutt Valley
<b>Responsible to</b>	Clinical Leader Older Persons Rehabilitation & Allied Health (Capital Coast)
<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 Regional Hospital and may be required to work at other sites in the District

## 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

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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.

## Service Perspective

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Community, Allied Health and Older Adults Group (CAHOA) provides services to people of all ages in outpatient, community and inpatient settings across Capital, Coast and Hutt Valley District.

- Wellington Hospital is one of five major tertiary hospitals in New Zealand and provides a comprehensive range of specialist secondary and tertiary services.
- Hutt Hospital also provides a range of specialist secondary and tertiary services. Older Person Rehabilitation Service (OPRS) is the Health of Older People Service based at Hutt Hospital and provides assessment, treatment and rehabilitation in community, inpatient and outpatient settings.

- Kenepuru Hospital provides health of the older person, rehabilitation, outpatient, accident and medical, a medical day ward and some elective surgical services.
- There are Community Health bases at Wellington, Hutt, Kenepuru and Kapiti campuses that provide a variety of community services across C,C&HV

Kenepuru Hospital Rehabilitation Ward 6 is a 20 bed unit providing inpatient rehabilitation for adults after a stroke, new neurological event or amputation. There is a strong focus on goal setting and outcome measurement in the service and pathways to community rehabilitation. Staff work closely together to provide a co-ordinated approach and continuity of care for patients. They collaborate and liaise with colleagues in primary health and with Non-Governmental support agencies to ensure patients are supported once discharged from the service.

Professional oversight is provided by a Clinical Director, Clinical Leader, a Nursing Director and Director Allied Professions. They work collaboratively with Team leaders and Charge Nurse Managers to provide strategic input into service development.

## Purpose of the role

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To provide medical practice that delivers a sustainable high quality service to patients in conjunction with the multidisciplinary team. This role will provide clinical leadership for inpatient rehabilitation services based at Kenepuru Hospital along with providing rehabilitation & spasticity management clinics and MDT advice across the Capital, Coast & Hutt Valley District.

This role works alongside geriatricians with a strong interest in stroke and neurological conditions, registrars and house officers, allied health clinicians and senior nursing.

## 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.

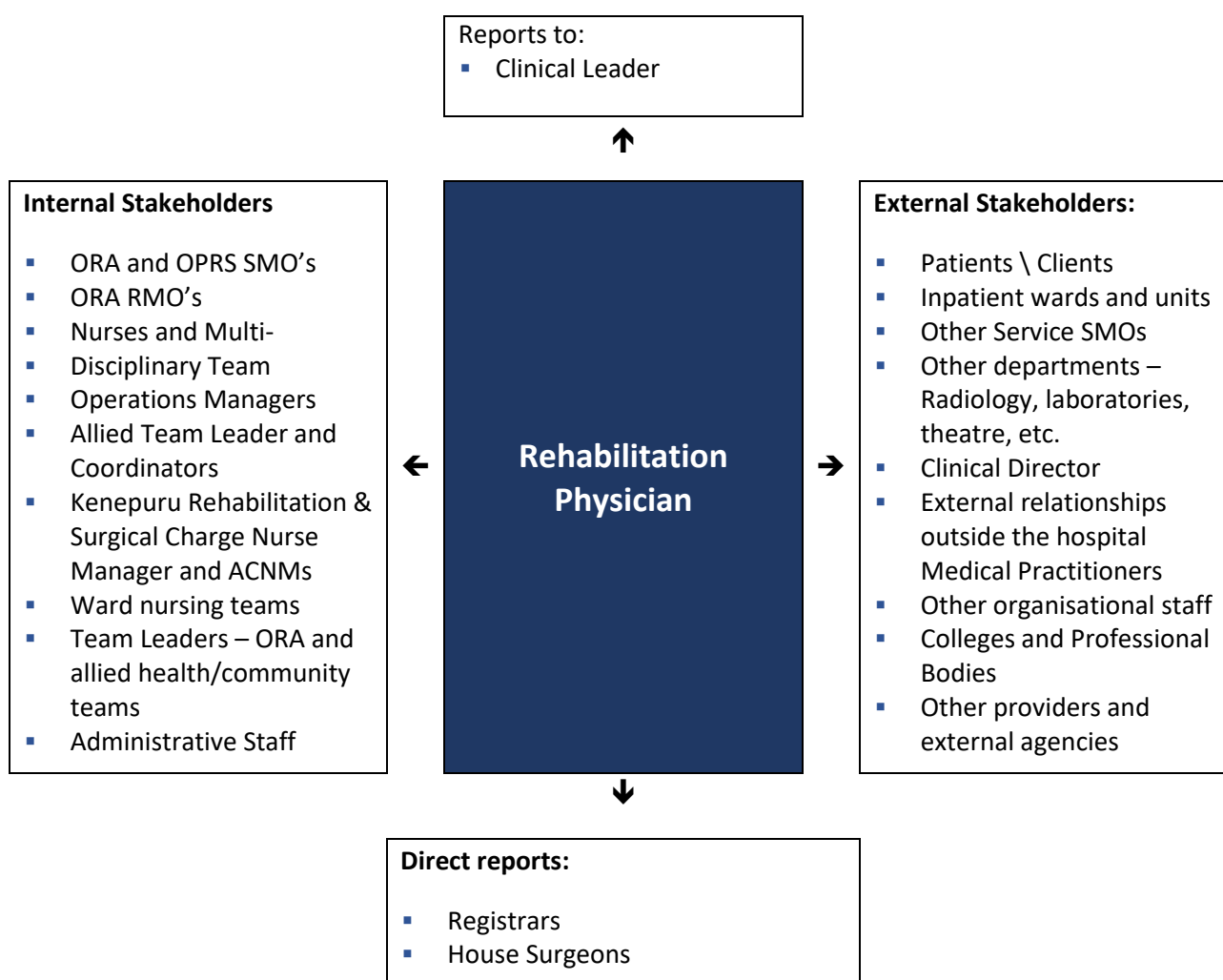
Key Accountabilities	Deliverables / Outcomes	Key Performance Indicators / Measures
<b>1. Clinical Practice</b>	<ul style="list-style-type: none"> <li>Assesses, diagnoses and manages appropriately patients within the clinical setting in which the Consultant is working by;</li> <li>Consulting and liaising with other professionals involved with the patient;</li> <li>Participating in the education of the patient and relevant others about his/her illness and treatment;</li> <li>Obtaining informed consent for proposed treatment/procedures;</li> <li>Taking part in relevant multidisciplinary team meetings and discussing the care of patients;</li> <li>Providing the level of service as specified in the yearly output targets;</li> <li>Adhering to the protocols, guidelines and practice standards pertaining to the area of clinical practice;</li> <li>Practicing in a manner consistent with established ethical standards as provided by the Medical Council of New Zealand;</li> <li>Taking responsibility for supervising the work of registrars, house surgeons and medical students where required and for other health professionals involved in the management of the patient and providing support to junior medical staff on call and on duty;</li> <li>Providing a quality service in accordance with Service</li> </ul>	<ul style="list-style-type: none"> <li>Assessment and management plans are clearly documented and implemented;</li> <li>Practical expertise is demonstrated in diagnostic and therapeutic procedures undertaken;</li> <li>The benefit to the patient from joint management of appropriate professionals is demonstrated;</li> <li>It is demonstrated that the patient understands appropriately the management or intervention of the illness;</li> <li>Helpful communications and explanations are given in ensuring patients are aware of and in agreement with proposed treatment;</li> <li>The dignity and humanitarian needs of the patient, the patient's family and cultural background are taken into account;</li> <li>The yearly output targets are met;</li> <li>All such protocols and practice standards are adhered to;</li> <li>That the appropriate and established ethical standards of practice are met;</li> <li>Patient case notes, documentation and diagnosis accuracy is of a high standard;</li> <li>Work is performed in collaboration with medical colleagues, nurses, and other health professionals involved in ongoing management of the patient;</li> <li>Allocated sessions, clinics, reporting times are used efficiently and effectively to reach output targets and objectives of the annual business plan;</li> <li>Patients are assigned to and selected from waiting lists in accordance with their clinical requirements;</li> <li>Harmonious working relationships are maintained with staff and</li> </ul>

Key Accountabilities	Deliverables / Outcomes	Key Performance Indicators / Measures
	<p>objectives and within the available resources;</p> <ul style="list-style-type: none"> <li>Participating with other Medical Staff in providing equitable sharing of the clinical service load, both inpatient, community and outpatient;</li> <li>Acting as a consultant to other health professionals;</li> <li>Ensuring that Statutory and Regulatory requirements are adhered to in practice and documentation;</li> <li>Maintaining and participating in a satisfactory on call roster.</li> </ul>	<p>individuals within and outside the service;</p> <ul style="list-style-type: none"> <li>Timely advice is provided to Clinical Leader on trends in the specialty, predicted needs and future developments to provide input to strategic and operational plans;</li> <li>Assists with the provision of statistics, reports and service data;</li> <li>Roster obligations are fulfilled;</li> <li>Professional advice is given when required;</li> <li>An active role is taken in teaching sessions/courses for registrars, house surgeons, nurses and allied health staff;</li> <li>All such legal and statutory duties are;</li> <li>undertaken and performed appropriately e.g., Medical;</li> <li>Practitioners Act, ACC, Coroners Act, Drugs Act;</li> <li>Services of a high standard are available out of hours;</li> <li>That there is regular contact of junior staff with senior staff out of hours.</li> </ul>
<b>2. Non-Clinical Leadership</b>	<ul style="list-style-type: none"> <li>Provides advice as requested relevant to the development of an annual service plan;</li> <li>Participates or leads in teaching sessions for Registrars;</li> <li>Participates or leads in teaching sessions for other RMO and Medical students, when requested;</li> <li>Participates in staff training at all levels when requested;</li> <li>Participates in educating and training undergraduate and graduate, medical and paramedical staff;</li> <li>Assists Clinical Leader to establish and maintain clinical engagement in the service;</li> <li>Understands strategic goals and assists Clinical Leader to</li> </ul>	<ul style="list-style-type: none"> <li>There is evidence of attendance at forums that should lead to engagement and involvement in solving problems;</li> <li>There is evidence of active engagement with and developmental conversations and performance reviews of RMOs and other staff</li> <li>Feedback from Clinical Leader;</li> <li>Evidence of an understanding of the services long-term goals and plans</li> <li>Harmonious working relationships are maintained with staff and individuals within and outside the service. Timely advice is provided to Clinical Leader on trends in the specialty, predicted needs and future developments to provide input to strategic and operational plans.</li> <li>Assists with the provision of statistics, reports and service data;</li> </ul>

Key Accountabilities	Deliverables / Outcomes	Key Performance Indicators / Measures
	maintain and promote Service & C&CDHB organisational goals	<ul style="list-style-type: none"> <li>Roster obligations are fulfilled.</li> </ul>
<b>3. Professional Development</b>	<ul style="list-style-type: none"> <li>Is enrolled in recognised; Continuing Professional; Development (CPD) program and;</li> <li>keeps up to date with requirements of the program</li> <li>Maintains membership of appropriate professional College</li> <li>Participates in an annual personal performance and development review;</li> <li>Initiates and participates when appropriate in clinical research approved by the Research Ethics Committee and as requested by or negotiated with the Clinical Leader or Service Leader.</li> </ul>	<ul style="list-style-type: none"> <li>Supplies a copy of yearly CME record from that program for Service personal record;</li> <li>Supplies an updated personal CV for Service personal record;</li> <li>Undergoes annual appraisal;</li> <li>College membership maintained</li> <li>There is an annual performance assessment done;</li> <li>Clinical research is completed and ethical guidelines followed.</li> </ul>
<b>4. Administration</b>	<ul style="list-style-type: none"> <li>Performs required administrative functions when required;</li> <li>Performs other service delegated administrative functions promptly, as requested;</li> <li>Attends Service and other meetings as required.</li> </ul>	<ul style="list-style-type: none"> <li>Letter responses, Coroner's, policy, ACC and other similar reports are done within time frames;</li> <li>Attendance is recorded, apologies for non-attendance sent in time.</li> </ul>
<b>5. Maori Health</b>	<ul style="list-style-type: none"> <li>Develops Rehabilitation Service Strategies to support Te Whatu Ora initiatives to improve health outcomes for Maori;</li> <li>Ensures that risk is minimised in the service.</li> </ul>	<ul style="list-style-type: none"> <li>Rehab Service planning and service delivery is responsive to the health needs of Maori and consistent with the district's strategy to reduce disparities;</li> <li>Risks are identified and communicated;</li> <li>Risk minimisation plans are implemented;</li> <li>The Reportable Events Policy and other policies and procedures are complied with;</li> <li>Audits are undertaken.</li> </ul>
<b>6. Occupational Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>Complies with responsibilities under the Health &amp; Safety in Employment Act 1992.</li> </ul>	<ul style="list-style-type: none"> <li>Has read and understood the Health &amp; Safety policy and procedures;</li> <li>Actively supports and complies with Health &amp; Safety policy and procedures;</li> </ul>

Key Accountabilities	Deliverables / Outcomes	Key Performance Indicators / Measures
		<ul style="list-style-type: none"> <li>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.</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
<b>Teamwork</b>	<ul style="list-style-type: none"> <li>Develops constructive working relationships with other team members;</li> <li>Has a friendly manner and a positive sense of humour;</li> <li>Works cooperatively - willingly sharing knowledge and expertise with colleagues;</li> <li>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;</li> <li>Supports in word and action decisions that have been made by the team;</li> <li>Shows an understanding of how one's own role directly or indirectly supports the health and independence of the community.</li> </ul>
<b>Quality and Innovation</b>	<ul style="list-style-type: none"> <li>Provides quality service to those who rely on one's work;</li> <li>Looks for ways to improve work processes - suggests new ideas and approaches;</li> <li>Explores and trials ideas and suggestions for improvement made by others;</li> <li>Shows commitment to continuous learning and performance development.</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>
<b>Organising</b>	<ul style="list-style-type: none"> <li>Can marshal resources (people, funding, material, support) to get things done;</li> <li>Can orchestrate multiple activities at once to accomplish a goal;</li> <li>Uses resources effectively and efficiently;</li> <li>Arranges information and files in a useful manner.</li> </ul>
<b>Planning</b>	<ul style="list-style-type: none"> <li>Accurately scopes out length and difficulty of tasks and projects;</li> <li>Sets objectives and goals;</li> <li>Breaks down work into the process steps;</li> <li>Develops schedules and task/people assignments;</li> <li>Anticipates and adjusts for problems and roadblocks;</li> <li>Measures performance against goals;</li> <li>Evaluates results.</li> </ul>
<b>Partnership with Maori</b>	<ul style="list-style-type: none"> <li>Understands the principles of Te Tiriti o Waitangi and how these apply within the context of health service provision;</li> <li>Applies the notion of partnership and participation with Maori within the workplace and the wider community;</li> <li>Promotes and participates in targeting Maori health initiatives by which Maori health gains can be achieved;</li> <li>Implements strategies that are responsive to the health needs of Maori.</li> </ul>

## Experience and Capability

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Essential qualifications, skills and experience

### A. Knowledge, Skills & Experience:

- The individual is required to undertake clinical responsibilities and to conduct themselves in all matters relating to their employment, in accordance with best practice and relevant ethical and professional standards and guidelines, as determined from time to time by:
  - The New Zealand Medical Council
  - The Health & Disability Commissioner
  - The individual must be able to demonstrate a high degree of clinical skill.

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

- Vocationally registered in rehabilitation medicine with the Medical Council of New Zealand (MCNZ)
- Fellowship of Australasian Faculty of Rehabilitation Medicine (FAFRM) or equivalent qualification or able to register for vocational registration/fellowship with the MCNZ
- Work in collaboration with multidisciplinary team
- Able to provide consistently high standards of medical care
- Relevant experience and training
- Full NZ drivers licence

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

- Having a commitment to Health and Independence Improvement goals, the values and goals of Capital, Coast & Hutt valley District and to continuous learning and performance development and personal development;
- Having the motivation to achieve high quality results;
- Proven ability to participate in a multi-disciplinary team environment;
- Encouraging the development of all team members;
- Having a customer and service orientated approach;
- Effective written, verbal and non-verbal communication skills including effective listening skills.
- Good organisational ability;
- Having a flexible in approach;
- Being able to work in pressure situations and prioritise work appropriately to meet deadlines;
- Being willing to be part of a high performance team.

The role description will be reviewed regularly in order for it to continue to reflect the changing needs of the organisation. Any changes will be discussed with the position holder before being made. Annual objectives and performance measures will be set each year during the annual performance planning and development meeting.

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**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.