

## Position Description

<b>Position</b>	<b>Senior Medical Officer - Developmental and General Paediatrician</b>
<b>Service</b>	Child Health Service
<b>Directorate</b>	Women and Children's
<b>District</b>	Capital, Coast & Hutt Valley
<b>Responsible to</b>	Operations Manager, Child Health
<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 will work primarily from Kenepuru Community Hospital and Te Wao Nui – Wellington Children's Hospital, with other locations required at times.

## 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.

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.

Te Wao Nui, the Child Health Service for the Wellington Region and Central New Zealand based in the new purpose built children's hospital on the Wellington Regional Hospital campus, supports babies to adolescents with medical conditions or who may need paediatric surgery. It provides both hospital and outpatient services.

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

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, 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.

## 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:

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| <b>Mana whakahaere</b> | Effective and appropriate stewardship or kaitiakitanga over the health and disability system. This goes beyond the management of assets or resources.  |
| <b>Mana motuhake</b>   | 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.       |
| <b>Mana tāngata</b>    | Achieving equity in health and disability outcomes for Māori across the life course and contributing to Māori wellness.  |
| <b>Mana Māori</b>      | 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

## Service Perspective

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The Child Health service provides inpatient and outpatient secondary clinical services to the babies, children, and youth of the Wellington and Hutt Region.

Te Wao Nui Hospital in Wellington comprises resourced inpatient cots/beds for 60 infants, children and young people, aged up to 16 years. There is a separate Neonatal Intensive Care Unit with a dedicated homecare team. There are two inpatient wards, one for Paediatric Medical admissions, one for Paediatric Surgical admissions, which includes the regional shared care oncology service. The ambulatory service includes a children's Short Stay Unit, Surgical day stay, paediatric outpatient service and a community paediatric, nursing team in Wellington, an acute assessment and outpatient facility at Kenepuru, and outpatient clinics at Kapiti.

Capital and Coast and Hutt Valley Child Development Service provides services for children with a disability in a multidisciplinary outpatient service to enable children with disabilities to reach their maximum potential. A wide range of assessment, diagnostic and therapeutic services are provided for children with autism spectrum disorder, and/or physical and/or intellectual disabilities. The team currently consists of Paediatricians, occupational therapists, speech and language therapists, physiotherapists, visiting neuro developmental therapists, psychologists, social worker and a developmental services coordinator. The Capital and Coast Child Development Service (CDS) is based at Puketiro Centre, Kenepuru and Te Wao Nui. There is a separate Hutt Valley CDS, with increasing regional collaboration. The primary goals of the CDS are assessment and diagnosis of children with developmental difficulties, undertaken in collaboration with the wider multi-disciplinary team, and planning of therapies/interventions which meet the needs of the child and are appropriate within the family context.

## Purpose of the role

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The purpose of this position is to provide consultant SMO services in Developmental and General Paediatrics.

Developmental Paediatricians work within the multi-disciplinary Child Developmental Service providing child and family centred diagnostic assessments and recommendations for interventions. The role includes liaising with other agencies and providing follow up as required. The position includes supervision and training of RMO staff in the service and the provision of consultancy and advice to other practitioners both within Wellington and in the broader community.

General Paediatric roles will work in a multidisciplinary team in Child Health to provide an integrated mix of

inpatient/outpatient/day patient and domiciliary services for infants, children and young people from a wide range of backgrounds and ethnicities from birth up to sixteen years of age. Child Health Services are progressively being integrated across the Capital, Coast and Hutt Valley District. The inpatient aspect of this role will be delivered at Te Wao Nui Child Health and outpatient clinics undertaken in multiple sites across Wellington and Hutt to delivery services closer to the community. Clinics can include general Paediatrics and Gateway assessments.

## Key Accountabilities

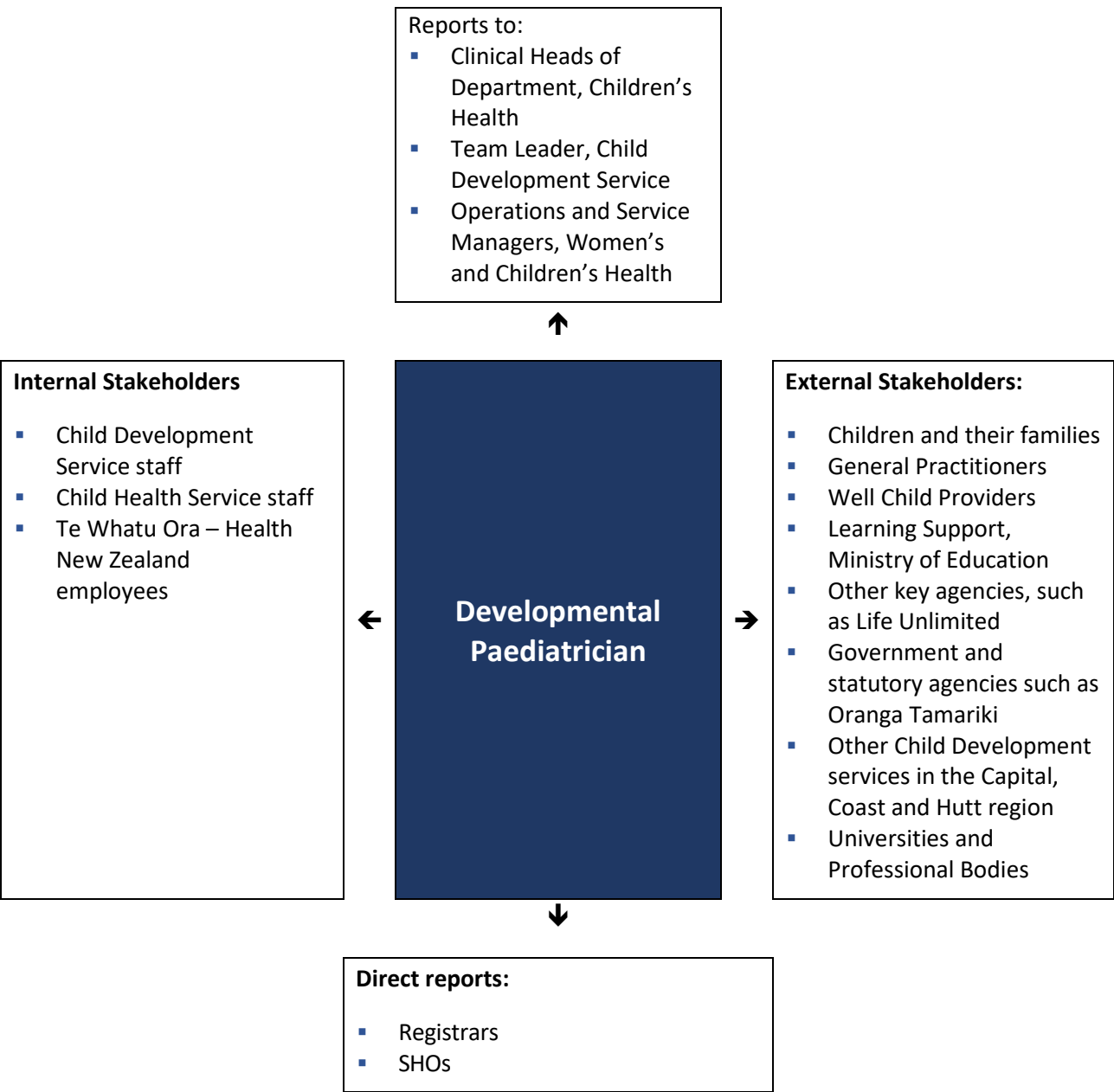
The following role accountabilities may evolve with organisational change and there may be additional duties, relevant to this position that will be required to be performed from time to time.

Key accountabilities	Deliverables / Outcomes
1. <b>Child Development only:</b> To provide assessment and diagnosis of children with developmental difficulties in collaboration with the multi-disciplinary team	<ul style="list-style-type: none"> <li>Developmentally appropriate assessments and interventions undertaken in an environment that reflects the needs of the child and family</li> <li>Assessments and intervention plans are documented and implemented</li> <li>Provides helpful communication and explanation to ensure parents/ guardians and family/whānau are informed about the developmental and behaviours profile/diagnosis and recommended interventions</li> <li>Holds at least six development clinics per fortnight for 1FTE</li> <li>Provide Gateway Assessments for Children with Oranga Tamariki Involvement.</li> </ul>
2. <b>Child Development only:</b> To be familiar with techniques for providing assessment and, diagnosis and treatment of children with developmental needs	<ul style="list-style-type: none"> <li>Diagnostic and practical expertise is demonstrated</li> <li>Training in the Griffiths III, ADOS and other developmental assessments is preferable</li> <li>The clinical and social needs of the patient, patient's family/whānau and cultural background are taken into account.</li> </ul>
3. <b>General Paediatrics only:</b> To Conduct Outpatient Clinics	<ul style="list-style-type: none"> <li>See patients in timely and professional manner consistent with the policies, procedures, aims and objectives of Capital and Coast District Health Board.</li> <li>Complete appropriate correspondence and consult with colleagues in other disciplines as required.</li> <li>Community Clinics (in various locations to be defined)</li> </ul>
4. <b>General Paediatrics only:</b> To Complete Inpatient Ward Rounds and Associated Clinical Activities if agreed as a component of the post	<ul style="list-style-type: none"> <li>Daily ward rounds, acute call and responsible for inpatient care when rostered on Paediatrician of the week, or weekend.</li> <li>Review all patients, both new and existing.</li> <li>Plan investigations, treatments, referrals and discharges, including the necessary referrals to supporting service.</li> <li>Provide education and discussion with parents and relatives of children.</li> <li>Weekday overnight acute call as rostered (approx.. 1 in 10)</li> </ul>
5. To be a resource to Capital, Coast and Hutt Valley District and the wider community	<ul style="list-style-type: none"> <li>Provides sound paediatric advice when requested to other health professionals</li> <li>Provides reports for police, coroner, legal, ACC, Oranga Tamariki etc. as required</li> </ul>

6. To initiate and participate when appropriate in research approved by the Capital, Coast and Hutt Valley Ethics Committee	<ul style="list-style-type: none"> <li>Any Clinical research is completed and ethical guidelines followed</li> <li>Formal approval of the Capital, Coast and Hutt Valley Ethics Committee will be sought for a research undertaken or involvement in therapeutic trials, which will be conducted in assistance with other ethics committees' protocols.</li> </ul>
7. To participate in training undergraduate, medical and allied health staff	<ul style="list-style-type: none"> <li>An active role is taken in teaching sessions/courses for Medical, Nursing and Allied Health staff</li> <li>Take responsibility for supervising the work of junior medical staff and medical students where required, and, other health professionals as appropriate</li> <li>Participates in training medical staff undertaking training in paediatrics in accordance with the Royal Australasian College of Physicians and candidates for the Diploma of Child Health</li> </ul>
8. To actively contribute to Continuous Quality Improvement activities within the service	<ul style="list-style-type: none"> <li>Participates in a culture of continuous improvement.</li> <li>Identifies improvement opportunities and notifies Child Development Team Leader, Clinical Head of Department, Child Health, and Service Manager, Surgical, Women's and Children's Directorate of these</li> <li>Participates in audit activities relating to the maintenance of clinical standards and quality improvement for the service</li> <li>Participates in the service's quality improvement activities</li> <li>Responsive to patient/client requests or complaints</li> <li>Complies with standards and works to improve patient satisfaction</li> <li>Adheres to and assists with further development of protocols, guidelines and practice standards pertaining to the Child Health Service and wider organisation.</li> </ul>
9. To actively contribute to risk minimisation activities within the service	<ul style="list-style-type: none"> <li>Identifies risks and notifies the manager of these</li> <li>Participates in the service's risk minimisation activities</li> <li>Complies with Reportable Events policy and other policies and procedures</li> </ul>
10. Leadership	<ul style="list-style-type: none"> <li>Clear guidance and advice and support will be given to a range of staff groups</li> <li>To be a resource and/or Consultant to the district and the wider community.</li> <li>The Paediatrician will take part in the regular professional development activities of the child health service; e.g. "Journal Club" "Grand Round" presentations and clinical audit sessions.</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> </ul>

	<ul style="list-style-type: none"> <li>Actively support and ensure compliance with Health &amp; Safety policy and procedures; ensuring staff also support and comply.</li> </ul>
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### 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>Interpersonal 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>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>Decision Quality</b>	<ul style="list-style-type: none"> <li>Makes good decisions (without considering how much time it takes) based upon a mixture of analysis, wisdom, experience, and judgement</li> <li>Most of his/her solutions and suggestions turn out to be correct and accurate when judged over time</li> <li>Sought out by others for advice and solutions</li> </ul>
<b>Problem Solving</b>	<ul style="list-style-type: none"> <li>Uses rigorous logic and methods to solve difficult problems with effective solutions</li> <li>Probes all fruitful sources for answers</li> <li>Can see hidden problems'</li> <li>Is excellent at honest analysis</li> <li>Looks beyond the obvious and doesn't stop at the first answer</li> </ul>
<b>Quality &amp; 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>Negotiating</b>	<ul style="list-style-type: none"> <li>Can negotiate skilfully in tough situations with both internal and external groups;</li> <li>Can settle differences with minimum noise;</li> <li>Can win concessions without damaging relationships;</li> <li>Can be both direct and forceful as well as diplomatic;</li> <li>Gains trust quickly of other parties to the negotiations;</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:**

- Broad experience in General and Developmental Paediatrics
- Strong commitment to ongoing development of specialist knowledge and skills in General and developmental Paediatrics
- Proven ability to participate in a multidisciplinary team environment
- Demonstrate a high degree of clinical skill

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

- Registered in New Zealand or hold qualifications entitling them to registration in New Zealand
- Fellowship of the Royal Australasian College of Physicians (Paediatrics) or an equivalent postgraduate qualification allowing registration as a Specialist Paediatrician with the Medical Council of New Zealand.

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

- Builds and participates in collaborative relationships to accomplish work goals
- Treats team members within dignity, respect and honesty
- Recognises and appreciates the contribution of others
- Promoting a positive & collaborative team environment
- Offers and accepts assistance as needed
- Actively participates in and contributes to department goals and activities
- Practices attentive and active listening
- Clearly conveys information, using appropriate communication modes
- Ensures clarity and understanding when giving and receiving information
- Uses appropriate interpersonal skills to interact with others
- Demonstrates tolerance when engaged with frustrating situations and individuals

**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.