

Position Description

Position	Clinical Genetics Fellow (1.0 FTE) Fixed Term 2 years
Team / Service	Genetic Health Service NZ (Christchurch/Wellington)
Directorate	Women & Children's
District	Capital, Coast & Hutt Valley
Responsible to	Clinical Leader, Genetic Health NZ (Christchurch) Clinical Leader, Genetic Health NZ (Wellington)
Children's Act 2014	This position is classified as a children's worker, requiring a safety check including police vetting before commencing and every three years
Location	Christchurch Hospital / Wellington Hospital

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	Capital and Coast
Vision	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.	Keeping our community healthy and well
Mission	Mission
Working together for health and wellbeing.	Together, Improve the Health and Independence of the People of the District
Ō mātou uara – Values	Value
Mahi Pai ‘Can do’: Mahi Tahi in Partnership: Mahi Tahi Te Atawhai Tonu Always caring and Mahi Rangatira being our Best	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.

Service Perspective

Genetic Health ServiceNZ (GHSNZ) is a multidisciplinary national service with clinical diagnostic, genetic counselling and genetic laboratory components.

The clinical service is delivered by out of 3 sites, Auckland, Wellington and Christchurch by way of an extensive Outreach Program to all regions of Aotearoa/NZ.

Purpose of the role

A fellowship period allows a clinical genetics trainee the opportunity to work in a supportive, supervised environment, gaining experience to become an independent specialist. This provides educationally valid employment opportunities and provides services to the clinical genetics department in Christchurch or Wellington.

The fellow will be required to attend certain stipulated clinical sessions but time will also be reserved for the fellow to pursue their individual learning objectives.

The fellow will be expected to be able to manage their own clinics and patient load.

Specific services will include:

- Clinic sessions.
- Participation in relevant service and clinical meetings related to the service.
- Participation in quality improvement activities, clinical audit activities and continuing medical education.
- Contribution to service and organisational initiatives in clinical practice.

Individual performance objectives and criteria will be based on this position description

Clinical Responsibilities

The clinical genetics fellow is required to undertake their 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 Association's code of ethics;
- the practitioner's relevant medical college (s) and/or professional association (s);
- the Human Genetics Society of Australasia (HGSA)
- the New Zealand Medical (or Dental) Council;
- the Health and Disability Commissioner; and
- Capital and Coast District Health Board's policies and procedures except to the extent that they may be inconsistent with any other provision of this Agreement.

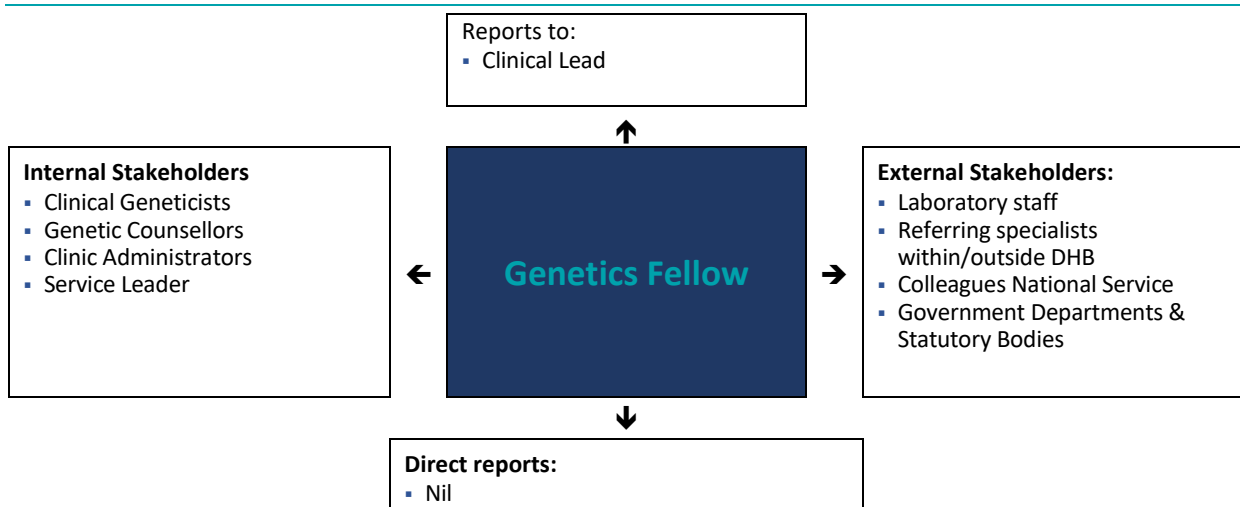
Key Accountabilities

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 OBJECTIVES	MEASURES OF PERFORMANCE
Clinical Responsibility	<ul style="list-style-type: none">▪ Takes professional care of and undertakes delegated clinical responsibilities for patients admitted under his/her care.▪ Conducts outpatient clinics, and other duties, using the allocated time efficiently and effectively towards achieving the goals of the service.▪ Manages workload to ensure clinical time is reallocated where cancellations of one aspect of clinical care occur▪ Sees and advises promptly on patients referred for a specialist opinion▪ Gives patients and their families a full explanation of all tests and treatments.▪ Obtains informed consent for all patients in accordance with the Organisation's policy for undertaking testing.
Staff and patient relations	<ul style="list-style-type: none">▪ Acts in a manner consistent with a senior member of staff.▪ Maintains effective interpersonal relationships with multidisciplinary staff, patients and relatives/whanau.▪ Handles problems and complaints sensitively
Quality Assurance	<ul style="list-style-type: none">▪ Attends and participates in regular departmental audit/peer review activities.▪ Attends and participates in Quality Assurance activities.▪ Quality of written records meets specified standards.▪ Patient satisfaction is positive.▪ Peer review is favourable.▪ Meets with colleagues to discuss and record performance issues and professional/personal development, at least annually.
Education and Teaching of Junior medical staff and other professional groups	<ul style="list-style-type: none">▪ Provides teaching or educational presentations for other health professionals or groups with an interest in clinical genetics as appropriate.
Quality Improvement Initiatives	<ul style="list-style-type: none">▪ Identifies improvement opportunities and notifies the Clinical Leader and Service Leader of these.▪ Participates in the service's quality and risk improvement and minimisation activities.▪ Provides good patient/client service and is responsive to patient/client requests or complaints.▪ Complies with standards and works to improve patient/client satisfaction. Identifies risks and notifies the Clinical Leader and Service Leader of these.▪ Complies with Reportable Events policy and other policies and procedures.▪ Participates in audits.

KEY OBJECTIVES	MEASURES OF PERFORMANCE
Te Tiriti o Waitangi	<ul style="list-style-type: none"> ▪ Demonstrates an understanding of the Principles of Te Tiriti o Waitangi and how these relate to the development and application of service specific initiatives for Maori. ▪ Understands the holistic approach to Maori health. ▪ Develops and plans strategies that are responsive to the health needs of Maori. ▪ Recognizes and seeks counsel on the cultural requirements when dealing with Maori.
Health & Safety	<ul style="list-style-type: none"> ▪ Complies with responsibilities under the Health & Safety in Employment Act 2015 ▪ Ensure all Health & Safety obligations under the legislation are applied and managed to and that a culture of safe practice is second nature ▪ Has read and understood health and safety policy and procedures. ▪ Actively supports and complies with health and safety policy and procedures. ▪ Actively participates in the hazard management and identification process. ▪ Proactively reports and remedies any unsafe work condition, accident or injury.

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
Patient Care and Clinical Practice	<ul style="list-style-type: none">▪ Able to deliver clinical genetics practice to a high standard and in accordance with agreed professional guidelines▪ Demonstrates competence in all aspects of care and service delivery
Teamwork	<ul style="list-style-type: none">▪ Develops and maintains positive relationships and works in Partnership with other team members▪ Develops rapport and builds networks of constructive working relationships with key people▪ Effectively uses team dynamics and individual operating styles to build team processes and strengths▪ Shares knowledge and works cohesively with the team
Flexibility	<ul style="list-style-type: none">▪ Willing to consider alternative viewpoints and new ideas.▪ Develops new and/or more effective work processes and systems through lateral thinking and creativity in work and process design
Work Approach	<ul style="list-style-type: none">▪ Is results focussed and committed to making a difference▪ Plans and organises 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 improvements and customer satisfaction▪ Perseveres with tasks and achieves objectives despite obstacles
Communication	<ul style="list-style-type: none">▪ Practises active and attentive listening▪ Is confident and appropriately assertive in dealing with others▪ Deals effectively with conflict
Partnership with Maori	<ul style="list-style-type: none">▪ Understands the principals of Te Tiriti o Waitangi and how these apply within the context of health service provision▪ Applies the notion of partnership and participation with Maori within the workplace and the wider community▪ Promotes and participates in targeting Maori health initiatives by which Maori health gains can be achieved▪ Implements strategies that are responsive to the health needs of Maori

Experience and Capability

Qualifications

- Qualification from the appropriate Medical body, evidence of registration with relevant Medical or Dental Council and appropriate professional body affiliations.
- Passed their RACP exams or equivalent

Skills

- Exact training requirements to be determined by RACP
- Be genuinely interested in people, and able to relate to a wide range of people in a helpful, intellectual and compassionate manner

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

- Motivation to achieve high quality, effective and safe services
- Willingness to participate in a multi-disciplinary team environment
- Effective listening skills, verbal, non-verbal and written communication skills
- Ability to provide empathic counselling to patients and their families/whanau in a way that does not impinge on their autonomy
- Commitment to ongoing professional and personal learning
- Commitment to the profession
- Ability to manage time effectively and meet deadlines
- Commitment to the provision of an integrated national genetics service

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.