

## Position Description

<b>Position</b>	<b>Senior Medical Officer</b>
<b>Team</b>	Wellington South Community Mental Health Team
<b>Directorate</b>	Mental Health, Addiction & Intellectual Disability Service (MHAIDS)
<b>District</b>	Capital, Coast, Hutt Valley & Wairarapa districts
<b>Responsible to</b>	Local Service Lead
<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 the Wellington Home Base in Adelaide Road and in the Wellington Community. From time to time as part of Variance Response you may be required to work in other areas.

## 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. Kāpiti 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, Addiction and Intellectual Disability Service for the Wairarapa District and Capital, Coast & Hutt Valley District, with multiple specialist facilities. Our Regional Forensic and Rehabilitation Inpatient Mental Health Services are located on site at Rātonga Rua-o-Porirua.

## 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.

## Te Mauri o Rongo

---

Te Mauri o Rongo recognises our connection to this work, to each other, to the people we serve and to our whakapapa. It speaks to specific behaviours that we will expect from each other guided by the pou of Te Mauri o Rongo:

### Wairuatanga

Working with heart, the strong sense of purpose and commitment to service that health workers bring to their mahi.

### Rangatiratanga

As organisations we support our people to lead. We know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all.

### Whanaungatanga

We are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe. “Whiria te tangāta” – we will weave our people together.

### Te Korowai Āhuru

A cloak which seeks to provide safety and comfort to the workforce.

## 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.

Te Whatu Ora is committed to Te Tiriti o Waitangi principles of Tino Rangatiratanga, Partnership, Equity, Active Protection and Options 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

---

The hospital and health services of the Districts provide a range of services, one such group of services includes Mental Health, Addiction and Intellectual Disability (MHAID) Service. The Service has over 1400 employees and annual revenue of \$135m.

MHAIDS spans two districts - Wairarapa, Capital, Coast and Hutt Valley and includes local, regional, and national services. The local MHAID services are provided from multiple sites within the sub-region – greater Wellington, Hutt Valley and Wairarapa. Te Korowai Whāriki services include regional forensic and rehabilitation services covering the Central region while the intellectual disability services extend the length and breadth of the country from six bases located in Whangarei, Auckland, Cambridge, Wellington, Christchurch, and Dunedin.

The core business of the Service is the provision of quality specialist services, integrated with primary and secondary providers in the communities we serve.

The Service is committed to the underlying principles of:

- Te Tiriti o Waitangi as the founding document of Aotearoa/New Zealand
- He Ara Oranga
- Mental Wellbeing Long Term Pathway
- Whakamaui – Māori Health Action Plan 2020-2025
- The New Zealand Disability Strategy: Making a World of Difference – Whakanui Oranga
- Intellectual Disability High and Complex Framework

The Service has access to business support services including People and Culture, and Finance. In addition, management and delivery of clinical services across the Service is underpinned by consultation, advice, and support from a range of cultural, consumer, and family advisors, and business, quality and organisational development personnel.

## Service/Team Perspective

Wellington South Community Mental Health Team (WSCMHT) is a multidisciplinary team supporting tangata whaiora in the Wellington Community. We strive to provide assessment and treatment that fits the range of needs we encounter and develop partnerships with the wider social sector.

Our base is located in Mount Cook / Newtown, very close to central Wellington. We share office space with the Wellington Central CMHT, and Community Alcohol and Drug Services (CADS) is located on the floor below. This makes for a thriving, exciting work environment with staff across teams mutually supporting one another. We have a good working relationship with other services in the local community, and we routinely work closely with NGOs and primary care.

## Purpose of the role

To work in a multidisciplinary team setting as a Senior Medical Officer, and work collaboratively with case managers to assist clients to achieve their treatment goals.

## 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.

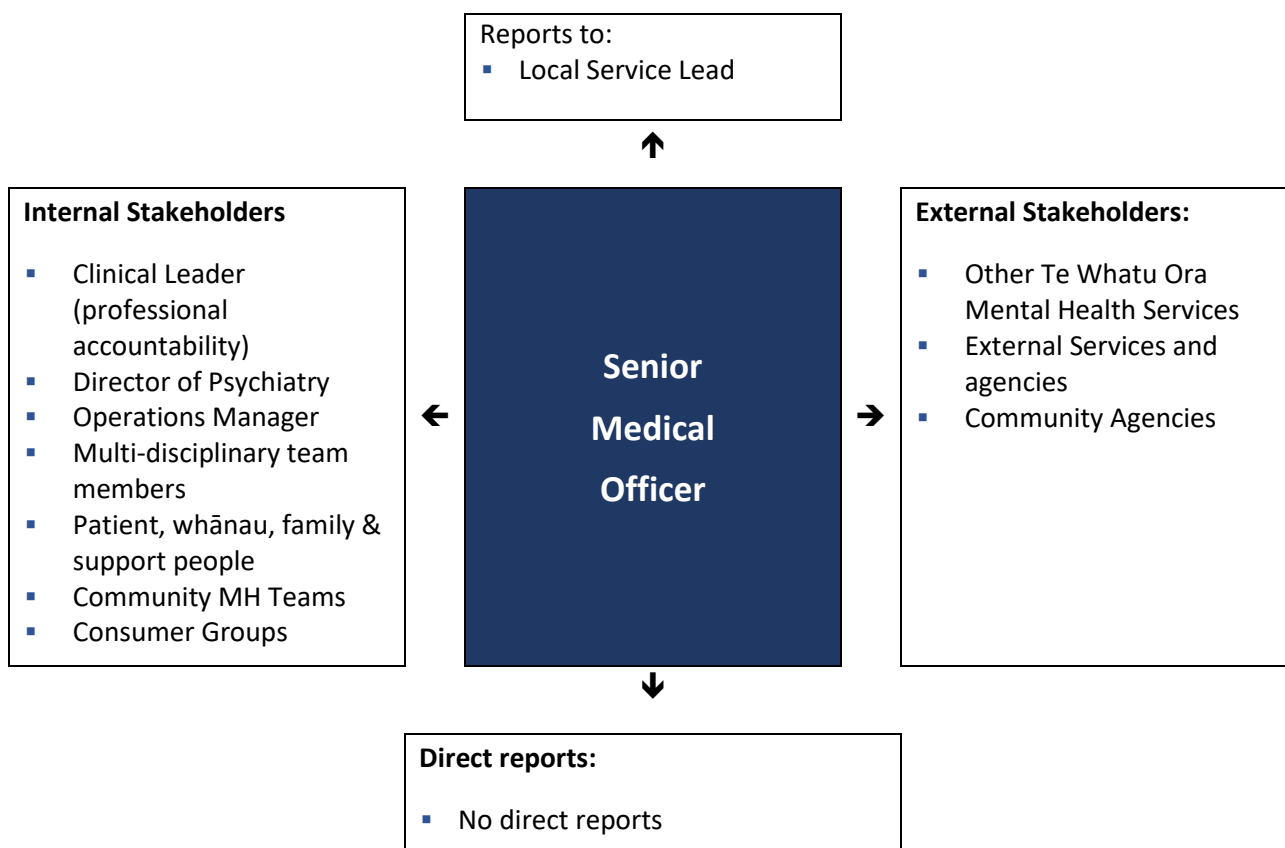
Key accountabilities	Deliverables/Outcomes	Key Performance Indications/Measures
1. Clinical Responsibilities	<ul style="list-style-type: none"><li>▪ To assess, diagnose and appropriately treat consumers/tangata whaiora within a clinical setting;</li><li>▪ Advise, consult and liaise with the patient and relevant others about the likely outcomes of the illness, with or without treatment;</li><li>▪ To work collaboratively with other mental health professionals involved in the</li></ul>	<ul style="list-style-type: none"><li>▪ Assessment and management plans are clearly documented and implemented.</li><li>▪ The patient understands the management of, or intervention with the illness.</li><li>▪ Appropriate information is given ensuring patients are aware of and in agreement with proposed treatment</li></ul>

	<p>clients care to provide an integrated treatment approach;</p> <ul style="list-style-type: none"> <li>▪ To attend and actively participate Multi-disciplinary team meetings;</li> <li>▪ To practice in a manner consistent with established ethical and clinical practice standards;</li> <li>▪ To be familiar with the all clinical protocols relevant to the Preferred Medicines list, and other relevant protocols;</li> <li>▪ To assume an active role in the training and development of medical students and other staff</li> </ul>	<ul style="list-style-type: none"> <li>▪ The benefits to the patient from joint management of appropriate professionals are demonstrated;</li> <li>▪ 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>▪ All such protocols and practice standards are adhered to.</li> </ul>
2. Legal & Statutory Responsibilities	<ul style="list-style-type: none"> <li>▪ Comply with relevant statutory requirements, such as the Mental Health (Compulsory Assessment and Treatment) Act, Criminal Procedure (Mentally Impaired Persons) Act, Intellectual Disability (Compulsory Care &amp; Rehabilitation) Act, Protection of Personal &amp; Property Rights Act and the Privacy Act, as well as the general requirements placed upon any medical practitioner;</li> <li>▪ Comply with the provisions of the Privacy Act in respect of patient confidentiality.</li> </ul>	<ul style="list-style-type: none"> <li>▪ All such legal and statutory duties are undertaken and performed appropriately e.g., Medical Practitioners Act, ACC, Coroners Act, Drugs Act.</li> </ul>
3. Consultation and Liaison	<ul style="list-style-type: none"> <li>▪ To liaise with other health professionals such as general practitioners and other community health workers and specific consumers/tangata whaiora;</li> <li>▪ To consult and liaise with other statutory and voluntary organisations, and consumer groups and iwi as appropriate;</li> <li>▪ To actively promote and maintain professional relationships with relevant clinicians within Te Whatu Ora and in the community, in</li> </ul>	<ul style="list-style-type: none"> <li>▪ Establishes such liaison as is necessary for the purpose of effective casework and also to establish productive relationships in the interest of promoting the mental health and well-being consumers/tangata whaiora</li> </ul>

	order to promote a seamless service for consumers/tangata whaiora.	
4. Administration and Planning	<ul style="list-style-type: none"> <li>Works to Te Whatu Ora standards and complies with policies.</li> </ul>	<ul style="list-style-type: none"> <li>Provide expert input to case conferences and to service education sessions;</li> <li>Complete all appropriate consumers/tangata whaiora documentation as specified by appropriate protocols and the Client Pathway;</li> <li>General practitioners and other health workers are kept appropriately informed about a consumers/tangata whaiora's treatment.</li> </ul>
5. Career Development and Continues Education	<ul style="list-style-type: none"> <li>Provides education and training services to Mental Health Staff;</li> <li>Maintains a high level of professional practice;</li> <li>Displays a courteous and friendly demeanour at all times when dealing with internal and external contacts.</li> </ul>	<ul style="list-style-type: none"> <li>Take responsibility to develop professional career as agreed in discussion with the Clinical Leader for your sector;</li> <li>Participate in MHAIDS medical education meetings scheduled on alternative Wednesday mornings (DrAM) and other in-service training activities;</li> <li>Participate with senior medical colleagues in Te Whatu Ora -wide business and professional development activities.</li> </ul>
6. Occupational Health and Safety	<ul style="list-style-type: none"> <li>Complies with responsibilities under the Health &amp; Safety in Employment Act</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> <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>

7. Communication	<ul style="list-style-type: none"> <li>▪ Ensure that all communication respects the boundaries of ethics, confidentiality and sensitivity;</li> <li>▪ Adopt a positive, professional and respectful attitude with a focus on team work.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Communicate clearly, respectfully and simply, ensuring audience understands intent of communication;</li> <li>▪ Use style of communication that takes account of different cultural communication styles and language.</li> </ul>
8. Continuous Quality Improvement	<ul style="list-style-type: none"> <li>▪ Actively contribute to Continuous Quality Improvement activities within the service.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Identifies improvement opportunities and notifies the manager of these;</li> <li>▪ Participates in the service's quality improvement activities;</li> <li>▪ Provides good patient/client service and is responsive to patient/client requests or complaints;</li> <li>▪ Complies with standards and works to improve patient/client satisfaction.</li> </ul>
9. Risk Minimisation	<ul style="list-style-type: none"> <li>▪ Actively contributes to risk minimisation activities within the service.</li> </ul>	<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 Te Whatu Ora Reportable Events policy and other policies and procedures;</li> <li>▪ Participates in audits.</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>Consumer/tangata whaiora focus</b>	<p>Demonstrates commitment to understanding and providing what consumer/tangata whaiora want.</p> <ul style="list-style-type: none"> <li>Is dedicated to meeting the expectations and requirements of internal and external customers;</li> <li>Gets first-hand customer information and uses it for improvements in products and services;</li> <li>Acts with customers in mind;</li> <li>Establishes and maintains effective relationships with customers and gains their trust and respect.</li> </ul>
<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> </ul>



Competency	Behaviours
	<ul style="list-style-type: none"> <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>Cultural Skills</b>	<ul style="list-style-type: none"> <li>Words and actions show an understanding of the implications for one's work of Te Tiriti o Waitangi principles and Maori perspective as tangata whenua;</li> <li>Values and celebrates diversity - showing respect for other cultures and people's different needs and ways of living;</li> <li>Shows an awareness of gaps in, and a desire to increase, cultural knowledge and inter-cultural practice relevant to one's work;</li> <li>Accesses resources to make sure culturally appropriate and language appropriate services are provided;</li> <li>Draws on a client's own cultural resources and support frameworks.</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>Practices 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>Partnership with Maori</b>	<ul style="list-style-type: none"> <li>Understands the Principles of Te Treaty 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 targeted 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>
<b>Dealing with Ambiguity</b>	<ul style="list-style-type: none"> <li>Can shift gears comfortably;</li> <li>Can decide and act without having the total picture;</li> <li>Isn't upset when things are up in the air;</li> <li>Doesn't have to finish things before moving on;</li> <li>Can comfortably handle risk &amp; uncertainty.</li> </ul>
<b>Intellectual Horsepower</b>	<ul style="list-style-type: none"> <li>Is bright and intelligent;</li> <li>Deals with concepts and complexity comfortably;</li> <li>Described as intellectually sharp, capable, and agile.</li> </ul>
<b>Drive for Results</b>	<ul style="list-style-type: none"> <li>Can be counted on to exceed goals successfully;</li> <li>Is constantly and consistently one of the top performers;</li> <li>Very bottom-line oriented;</li> <li>Steadfastly pushes self and others for results.</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 hot button and use it to get the best out of him/her;</li> </ul>

Competency	Behaviours
	<ul style="list-style-type: none"> <li>Pushes tasks and decisions down.</li> </ul>
<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>

## Experience and Capability

Essential qualifications, skills and experience

### A. Knowledge, Skills & Experience:

- Experience working as a registrar or above grades in Addiction medicine, General Psychiatry, General Medicine, General Practice, Anaesthesiology or Emergency Medicine in a large health sector organisation or medical centre;
- Experience working with Mental Health Services;
- Experience providing clinical leadership in a multi-disciplinary setting.

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

- Registered with, or are eligible for registration with, the Medical Council of New Zealand (MCNZ) and that your scope of practice enables you to undertake the duties of the position to which you have been appointed. You must inform your manager immediately upon notification from your registering body that your scope of practice has changed or of the suspension, cancellation or imposition of any conditions on your registration;
- Meet the New Zealand Immigration Service requirements (i.e. work visa or residency requirements, if applicable).

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

- Recovery model of care;
- Interpersonal relationships and building trust;
- Problem solving inclusively, but able to take lead when needed.

### D. Other

- Full unrestricted drivers licence.

**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.