

## Position Description

<b>Position</b>	<b>Clinical Geneticist (SMO) 0.77 FTE</b>
<b>Team / Service</b>	Genetic Health Service NZ (South Island Hub)
<b>Directorate</b>	Surgery, Women & Children's
<b>District</b>	Capital, Coast & Hutt Valley
<b>Responsible to</b>	Operations Manager, Children's Health Service Clinical Leader, Genetic Health Service NZ (South Island Hub)
<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>	Christchurch 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:

- |                        |  |
|------------------------|--|
| <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

---

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.

### Capital and Coast

#### Vision

Keeping our community healthy and well

#### Mission

Together, Improve the Health and Independence of the People of the District

## Hutt Valley

### 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

### Value

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 service hubs, Northern Hub (currently Auckland District Health Board) and Central Hub and South Island Hub (currently CCDHB) The 3 hubs, based in Auckland, Wellington and Christchurch, deliver clinical services by way of an extensive Outreach Program to all regions of Aotearoa/NZ.

## Purpose of the role

---

To provide consultant geneticist services to facilitate the provision of high-quality, equitable and responsive specialist Clinical Genetics healthcare to patients and families/whanau.

To contribute actively to GHSNZ planning and long-term strategic planning at a national level. Clinical Geneticists within GHSNZ have a wide spectrum of clinical responsibilities including:

- Provision of clinical genetics services (see key accountabilities)
- Supervision of Advanced Trainees in the specialty
- Clinical support for genetic counsellors within the service
- Clinical advice for the genetics laboratories within the DHBs

Clinical Geneticists also have a wide range of external interactions, both within the health service and outside; including educational, legal, social services and patient support services.

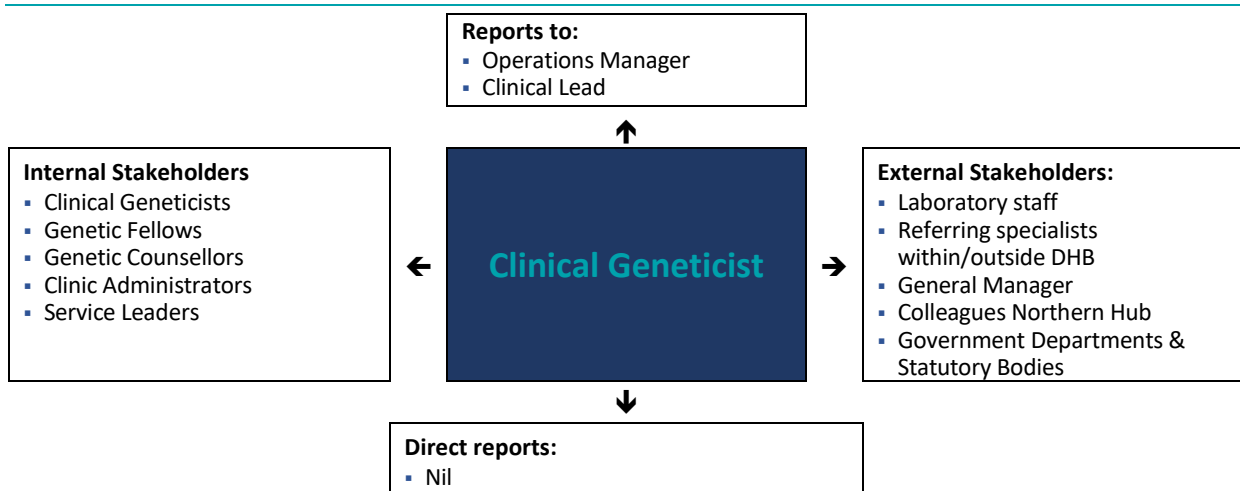
## Key Accountabilities

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 / OUTCOME
<b>Clinical Responsibility</b> <ul style="list-style-type: none"> <li>To assess, diagnose and manage appropriately patients and their families/whanau within the clinical setting in which the Consultant is working.</li> <li>To be familiar with the application of all appropriate techniques in Clinical Genetics diagnosis, assessment, genetic counselling and therapy.</li> <li>Participate in relevant multidisciplinary team meetings discussing the care of patients and their family/whanau.</li> <li>To participate in the education of the patient and their family/whanau and relevant others about his/her illness and treatment.</li> <li>Obtain informed consent for proposed treatment/procedures.</li> <li>Enable active involvement of parents in the management proposed for their children.</li> <li>To adhere to the protocols, guidelines and practice standards pertaining to the area of clinical genetics practice, as determined by the service and the Human Genetics Society of Australasia (HGSA). Take 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 their family/whanau. To provide the level of service as specified in the yearly output targets by HGSA.</li> <li>To practice in a manner consistent with established ethical standards as provided by the Medical Council of New Zealand.</li> </ul>	<ul style="list-style-type: none"> <li>Diagnosis, assessment and management plans are clearly documented and implemented.</li> <li>Communication and interaction with other health, education and welfare systems is documented.</li> <li>All relevant file documentation (electronic and hard copy) is maintained to the standards determined by service policies.</li> <li>Expertise in diagnosis and management for a wide spectrum of inherited and/or congenital disorders is demonstrated.</li> <li>Referring doctors are made aware of the possibility of genetic disease and the appropriate diagnosis and management. Clear and open communication is maintained with patients and their family/whanau.</li> <li>The patient and their family/whanau understand 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> <li>All such protocols and practice standards are adhered to.</li> <li>All referrals are dealt with according to service and CCDHB processes. An active and visible role is taken to develop processes and systems, which enhance the running of the service and improve patient outcomes.</li> <li>That the appropriate and established ethical standards of practice are met.</li> <li>Work is performed in collaboration with other health professionals involved in ongoing management of the patient and their family/whānau.</li> </ul>
<b>Team responsibility/Consultation, Liaison</b> <ul style="list-style-type: none"> <li>To consult and liaise with other professionals involved with the patient and their family/whanau.</li> <li>To participate with other consultants in providing equitable sharing of the clinical service load, both inpatient and outpatient.</li> </ul>	<ul style="list-style-type: none"> <li>Allocated sessions, clinics, reporting times are used efficiently and effectively to reach service output targets and objectives of the annual business plan. Conduct regular Outpatient Clinics, including outreach clinics, as determined by clinical need.</li> </ul>
<b>Research</b> <ul style="list-style-type: none"> <li>Initiate and participate, when appropriate, in clinical research approved by the Research Ethics Committee and as requested by, or negotiated with, the Clinical Leader/Group Manager</li> </ul>	<ul style="list-style-type: none"> <li>Clinical research is completed and ethical guidelines followed. Timely advice is provided to the Clinical Leader on trends in the speciality, predicted needs and future developments to provide input to strategic and operational plans. Assists with the provision of statistics, reports and service data.</li> </ul>
<b>Teaching Responsibilities</b> <ul style="list-style-type: none"> <li>Participate in educating and training undergraduate and graduate, medical and other health professionals. Participate in providing education to external referrers and disease support groups.</li> </ul>	<ul style="list-style-type: none"> <li>An active role is taken in teaching sessions/courses for registrars, surgeons, nurses and allied health staff</li> </ul>
<b>Genetic Laboratory Testing and Results</b>	<ul style="list-style-type: none"> <li>Liaison with staff in the Diagnostic Genetic Laboratories, CCDHB and CDHB, to facilitate interpretation and reporting of results when required. Liaison with overseas reference laboratories to facilitate the reporting and interpretation of genetic testing for referrals when required</li> </ul>

KEY ACCOUNTABILITIES	DELIVERABLES / OUTCOME
<b>Statutory/Legal Responsibilities</b> <ul style="list-style-type: none"> <li>Statutory and Regulatory requirements are adhered to in practice and documentation.</li> </ul>	<ul style="list-style-type: none"> <li>All such legal and statutory duties are undertaken and performed appropriately eg, Medical Practitioners Act, ACC, Coroners Act, Drugs Act.</li> </ul>
<b>Continuous Quality Improvement</b> <ul style="list-style-type: none"> <li>Actively contribute to Continuous Quality improvement activities within the service</li> <li>Actively contributes to risk minimisation activities within the service.</li> </ul>	<ul style="list-style-type: none"> <li>Identifies improvement opportunities and notifies the Clinical Leader of these. Participates in the service's quality improvement 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. Policies and protocols are formulated, agreed and implemented; written protocols are available to all staff in the service.</li> <li>Identifies risks and notifies the manager of these. Participates in the service's risk minimisation activities.</li> <li>Complies with C&amp;C DHB Reportable Events policy and other policies and procedures. Participates in audits. Has read and understood health and safety policy and procedures. Actively supports and complies with health and safety policy and procedures. Uses protective clothing and equipment. Actively participates in the hazard management and identification process. Proactively reports and remedies any unsafe work condition, accident or injury.</li> </ul>
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>
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
<b>Commitment to Health and Independence Improvement Goals</b>	<ul style="list-style-type: none"><li>Is committed to the values and goals of CCDHB</li><li>Is committed to continuous learning and performance development</li><li>Encourages the development of all team members</li></ul>
<b>Teamwork</b>	<ul style="list-style-type: none"><li>Develops and maintains positive relationships and works in partnership with other team members</li><li>Develops rapport and builds networks of constructive working relationships with key people</li><li>Effectively uses team dynamics and individual operating styles to build team processes and strengths</li><li>Shares knowledge and works cohesively with the team</li></ul>
<b>Innovation</b>	<ul style="list-style-type: none"><li>Is innovative in the development of business initiatives and projects</li><li>Is proactive and motivated and responds to new challenges and opportunities</li><li>Develops new and/or more effective work processes and systems through lateral thinking and creativity</li></ul>
<b>Work Approach</b>	<ul style="list-style-type: none"><li>Is results focussed and committed to making a difference</li><li>Plans and organises own workload, allocating time to priority issues, meeting deadlines and coping with the unexpected</li><li>Adjusts work style and approach to fit in with requirements</li><li>Focuses on quality improvements and customer satisfaction</li><li>Perseveres with tasks and achieves objectives despite obstacles</li></ul>
<b>Communication</b>	<ul style="list-style-type: none"><li>Practises active and attentive listening</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 principals 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

Essential qualifications, skills and experience

### A. Knowledge, Skills & Experience:

- Broad training experience in all aspects of Clinical Genetics,
- As well as skills and interests in specific subspecialty clinical genetics.
- Experience in genomic medicine is essential.

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

- Appropriate qualifications to practice in the speciality of Clinical Genetics.
- Registration (or eligibility for registration) with the Medical Council of New Zealand, in the vocational category of Clinical Genetics, is mandatory.

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

- Motivation to achieve high quality, effective and safe services
- Proven ability 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
- Ability to accept and delegate responsibility appropriately
- Commitment to motivating and coordinating staff
- Ability to participate in the training and development of Registrars
- Commitment to ongoing professional and personal learning, including compliance with MCNZ continuing professional development requirements
- 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.