

	POSITION TITLE	GENERAL MEDICINE PHYSICIAN		
	DIRECTORATE	Hospital Group	DEPARTMENT	Medical
	REPORTING TO (operationally)	General Manager, Hospital Group	REPORTING TO (professionally)	Head of Department Medicine
DIRECTORATE RESPONSIBILITIES & DIRECT REPORTS	This role covers the Medical Department within Te Whatu Ora – Health New Zealand, Te Matau a Māui Hawke’s Bay. This role supervises junior staff.			
PURPOSE OF THE POSITION	<ul style="list-style-type: none"> The specialist physician in general medicine will work with the other specialist physicians within the Department of Medicine to provide services to people of Te Whatu Ora Hawkes’ Bay catchment area The physician will provide clinical services that include in-patient and out-patient assessment and management of people requiring specialist medical care The physician will also be required to provide leadership, advice and support to the Planning and Performance team, relevant staff within Primary Healthcare Organisations and other organisations within the sector, with a focus on addressing disparities in health care provision This service is based within Health Services and works across the health continuum helping to enhance primary care practice and access to advice for primary care practitioners To ensure and prioritise a focus on patient safety and quality relating to care and processes within the Medical Directorate Delivery of organisational KPI’s including relevant MOH targets, and service plans To recognise and support the delivery of the Hawkes Bay Health sector vision 			
KEY DELIVERABLES	<p>CLINICAL PRACTICE</p> <ul style="list-style-type: none"> To demonstrate knowledge, leadership and understanding of key requirements of Te Whatu Ora strategies by implementing services that are evidence based across the district To provide specialist out-patient for GP/medical referrals to general medicine To take an integral part, including a leadership role, within the multidisciplinary team and with key stakeholders within the wider community, including general practitioners and other health service providers for medical patients To provide advice and support to primary care clinicians To participate in the acute medicine on-call roster including after hours and weekends, and to contribute to the ongoing care of general medicine in-patients <p>SERVICE PLANNING, DEVELOPMENT AND REVIEW OF CORE PROGRAMMES AND NEW INITIATIVES</p> <ul style="list-style-type: none"> Will contribute to the planning and development of general medicine services to achieve effective, efficient, integrated care across health services To provide leadership in relevant programme development and review of existing health programmes for improved efficiency and effectiveness of the delivery of general medicine services Participates / problem solves with other medical staff and/or committees as required and/or agreed to <p>CONTRACTUAL, ADMINISTRATIVE AND OTHER RELATED DUTIES</p> <ul style="list-style-type: none"> To participate in quality assurance, customer satisfaction, clinical audit and peer review activities To undertake the customary administrative activities of a specialist <p>TEACHING</p> <ul style="list-style-type: none"> To instruct, guide and supervise the work of medical house officers and registrars, and when applicable trainee interns To provide education to staff, community groups and other providers as and when appropriate or requested To support development and provide supervision of designated nurse prescribers <p>CONTINUOUS QUALITY IMPROVEMENT</p> <ul style="list-style-type: none"> To lead and support continuous quality improvement activities Development of new initiatives and innovative practices where required Will maintain the high standards of care as set out by the Royal Australasian College of Physicians Contribute to the ongoing evaluation of medical services <p>PROFESSIONAL STANDARDS AND CONTINUING MEDICAL EDUCATION (CME)</p> <ul style="list-style-type: none"> To meet Te Whatu Ora Hawke’s Bay standards i.e. legislative, professional, contractual, ethical and organisational by knowing what the applicable standards are and undertaking steps necessary to remedy shortfalls in practice and knowledge Meets professional standards as set out by the Royal Australasian College of Physicians as they relate to general medicine 			

	<ul style="list-style-type: none"> • Takes personal responsibility for maintaining own professional knowledge and skills. e.g., maintain relevant competencies through regular discussion with colleagues, reading relevant literature, attendance and participation at professional meetings and conferences, and to report back to colleagues as appropriate • Any research projects undertaken and involvement in therapeutic trials shall receive the former approval of the Ethics Committee and shall be in accordance with its protocol 	
HEALTH & SAFETY RESPONSIBILITIES	<p>Te Whatu Ora Hawke's Bay is committed to maintaining and promoting the health and safety of all its staff, contractors, volunteers and patients. In this role, your duties are:</p> <ul style="list-style-type: none"> ○ Not to do anything that puts your own health and safety at risk ○ Not to do anything that puts others health and safety at risk ○ To follow all health and safety policies and procedures ○ To follow all reasonable health and safety instructions <p>(You have the right to cease work if you believe that you, or others, are at risk of serious harm)</p>	
KEY WORKING RELATIONSHIPS	<p>INTERNAL</p> <ul style="list-style-type: none"> • Chief Medical Officer – Hospital • General Manager – Hospital • Medical Out-Patients Manager • Head of Department – Medical • Medical Director - Medical • Other specialist consultant staff & Registered Medical Officers (RMO's) • Other Service Managers • Strategic services staff • Multidisciplinary staff associated with delivery of general medicine • Multidisciplinary staff associated with delivery of inpatient care 	<p>EXTERNAL</p> <ul style="list-style-type: none"> • Primary Healthcare Organisation • Home Based Support Sector • Non-government organisations • Voluntary groups • Support groups • External agencies • General Practitioners/Practice Nurses • Other Te Whatu Ora districts
DELEGATION AND DECISION	Clinical decisions	
HOURS OF WORK	80 hours per fortnight (1.0 FTE)	
EMPLOYMENT AGREEMENT & SALARY	In accordance with the Senior Medical and Dental Officers Multi Employer Collective Agreement (MECA) Step 1 to Step 15 gross per annum (pro-rated if worked part-time) according to qualifications and experience	
DATE	September 2023	
EXPENDITURE & BUDGET ACCOUNTABILITY	N/A	

ESSENTIAL CRITERIA

Qualifications

- Vocationally registered (or eligible for registration) with the Medical Council of New Zealand as a medical specialist
- Fellow of the Royal Australasian College of Physicians (or equivalent) with specialist training/qualifications in general medicine

Experience

- Credentialed or the ability to be credentialed in general medicine
- Ability to develop and maintain effective clinical systems
- Experience in wide range of medical procedures
- Experience in supervision and teaching of junior medical staff
- Experience in working within a multidisciplinary team
- Experience in the development and maintenance of links with surgeons and other medical practitioners in the region
- Experience in the development and maintenance of clinical audit

Business / Technical Skills

- Competence in use of information technology
- Skilled communicator. Written and oral presentations are articulate, relevant and concise. Open and honest communication style with colleagues and multidisciplinary team members

Key Attributes

- Open and responsive to customer needs
- Demonstrate an understanding of continuous quality improvement

Effectively Engaging with Māori

- Demonstrates knowledge and understanding of local tikanga and Māori culture sufficiently to be able to respond appropriately to Māori
- Is visible, welcoming and accessible to Māori consumers and their whānau
- Actively engages in respectful relationships with Māori consumers and whānau and the Māori community
- Actively seeks ways to work with Māori consumers and whānau to maximise Māori experience
- Actively facilitates the participation of whānau in the care and support of their whānau member

Physical requirements for role

- Able to kneel
- Able to get 1 knee up on bed
- Able to squat
- Able to raise arms above head
- Able to reach arms out in front
- Able to walk up 2 flights of stairs without stopping
- Able to do at least 3 half press ups (i.e. on knees)
- The ability to assist with patient mobilisation and manual handling

Vaccination status for role

As per employee policy including annual influenza vaccinations

DESIRABLE CRITERIA

Key Attributes

- Has in-depth knowledge of New Zealand legislation with regard to the broad range of patients' rights, clinical responsibilities/accountability and health strategies
- Broad and balanced perspective, able to adopt a lateral approach to decision-making and the development and sharing of ideas
- Able to maintain a sense of proportion when working in challenging situations and make logical and realistic decisions under pressure
- Responsibility and leadership skills. Accepts responsibility for own practice. Is able to create and foster an environment that promotes innovation and motivates other team members
- Integrity and self-motivation. Has energy, initiative and enthusiasm. Able to critically reflect on own practice with realistic confidence in own knowledge and achievements
- Demonstrates sound organisation practices including time management



Our Vision and Values

Te hauora o te Matau-ā-Māui: Healthy Hawke's Bay

Excellent health services working in partnership to improve the health and wellbeing of our people and to reduce health inequalities within our community.



HE KAUANUANU RESPECT
Showing *respect* for each other, our staff, patients and consumers. This means I actively seek to understand what matters to you.

ĀKINA IMPROVEMENT
Continuous *improvement* in everything we do. This means that I actively seek to improve my service.

RARANGATE TIRA PARTNERSHIP
Working together in *partnership* across the community. This means I will work with you and your whānau on what matters to you.

TAUWHIRO CARE
Delivering high quality *care* to patients and consumers. This means I show empathy and treat you with care, compassion and dignity.