

Position Description | Te whakaturanga ō mahi Health New Zealand | Te Whatu Ora

Title	General Medicine Physician			
Reports to	Head of Department - Medicine			
Location	Hawke's Bay Fallen Soldiers' Memorial Hospital			
Department	Medical			
Direct Reports	0		Total FTE	1.0
Budget Size	Opex	N/A	Capex	N/A
Delegated Authority	HR	N/A	Finance	N/A
Date	May 2025			
Job band	In accordance with the Senior Medical and Dental Officers Collective Agreement (SECA) Step 1 – Step 15 gross per annum according to qualifications and experience (pro rata for hours worked)			

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.

Te Mauri o Rongo – The New Zealand Health Charter

The foundation for how we ensure our people are empowered, safe and supported while working to deliver a successful healthcare system, is Te Mauri o Rongo – the New Zealand Health Charter. It guides all of us as we work towards a healthcare system that is more responsive to the needs of, and accessible to all people in Aotearoa New Zealand.

It applies to everyone in our organisation and sits alongside our code of conduct as our guiding document.

Te Mauri o Rongo consists of four pou (pillars) within it, including:

Wairuatanga – working with heart, the strong sense of purpose and commitment to service
Rangatiratanga – as organisations we support our people to lead. We will 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.

Te Korowai Āhuru – a cloak which seeks to provide safety and comfort to the workforce.

These values underpin how we relate to each other as we serve our whānau and communities.

Together we will do this by:

- caring for the people
- recognising, supporting and valuing our people and the work we all do
- working together to design and deliver services, and
- defining the competencies and behaviours we expect from everyone.

About the role

The primary purpose of the role is to:

- The specialist physician in general medicine will work with the other specialist physicians within the Department of Medicine to provide services to people of Health NZ 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 Result Area	Expected Outcomes / Performance Indicators
Clinical Practice	<ul style="list-style-type: none"> • To demonstrate knowledge, leadership and understanding of key requirements of Health NZ Hawkes' Bay strategies by implementing services that are evidence based across the district • To provide specialist out-patient for GP/medical referrals to general medicine

	<ul style="list-style-type: none"> • 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
Service planning, development and review of core programmes and new initiatives	<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
Contractual, administrative and other related duties	<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
Teaching	<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
Continuous Quality Improvement	<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
Professional Standards and Continuing Medical Education (CME)	<ul style="list-style-type: none"> • To meet Health NZ 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 • 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

Te Tiriti o Waitangi	<ul style="list-style-type: none"> • Remains focused on the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori. • Supports tangata whenua- and mana whenua-led change to deliver mana motuhake and Māori self-determination in the design, delivery and monitoring of health care. • Actively supports kaimahi Māori by improving attraction, recruitment, retention, development, and leadership.
Equity	<ul style="list-style-type: none"> • Commits to helping all people achieve equitable health outcomes. • Demonstrates awareness of colonisation and power relationships. • Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery. • Shows a willingness to personally take a stand for equity. • Supports Māori-led and Pacific-led responses.
Innovation & Improvement	<ul style="list-style-type: none"> • Is open to new ideas and create a culture where individuals at all levels bring their ideas on how to 'do it better' to the table. • Models an agile approach –tries new approaches, learns quickly, adapts fast. • Develops and maintains appropriate external networks to support current knowledge of leading practices.
Collaboration and Relationship Management	<ul style="list-style-type: none"> • Models good team player behaviour, working with colleagues to not allow silo thinking and behaviour at decision making level to get in the way of doing our best and collegially supports others to do the same. • Works with peers in Hauora Māori Service and Pacific Health Business Unit to ensure the voice of and direct aspirations of Māori and Pacific People are reflected in planning and delivery of services.
Health & safety	<ul style="list-style-type: none"> • Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. • Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. • Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	<ul style="list-style-type: none"> • Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. • Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. • Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.

Relationships

Internal	External
<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 	<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 Health NZ districts

About you – to succeed in this role

You will have

Essential:

- A relevant graduate and post-graduate qualification
- 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
- 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
- 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

You will be able to Essential:

- Maximise the quality and contributions of individuals and teams to achieve the organisation's vision, purpose and goals.
- Establish and maintain positive working relationships with people at all levels within the public and private sectors, related industry and community interest groups and the wider national and international communities.
- Demonstrate a strong drive to deliver and take personal responsibility.
- Demonstrate self-awareness of your impact on people and invests in your own leadership practice to continuously grow and improve.
- Demonstrate the highest standards of personal, professional and institutional behaviour through commitment, loyalty and integrity.

Desired:

- 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

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.