

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

Title	Consultant Psychiatrist/Medical Officer in Psychiatry - Relief			
Reports to	General Manager and Medical Director			
Location	Hawke's Bay Fallen Soldiers' Memorial Hospital			
Department	Mental Health and Addictions			
Direct Reports	0		Total FTE	0.8 FTE
Budget Size	Opex	N/A	Capex	N/A
Delegated Authority	HR	N/A	Finance	N/A
Date	June 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:

- Relief Psychiatry role within Mental Health and Addiction services
- To provide specialist psychiatric assessment and treatment to people with moderate to severe mental illness.
- The Psychiatrist will also be required to provide leadership, advice and support to relevant staff within the Mental Health and Addiction teams.
- To ensure and prioritise a focus on patient safety and quality relating to care and processes within the Mental Health and Addiction Service.
- Delivery of organisational KPI's including relevant MOH target, financial budgets and service plans.
- To recognise and support the delivery of the Hawke's Bay Health sector vision.

Key Result Area	Expected Outcomes / Performance Indicators
Specialist Psychiatric Assessment	<ul style="list-style-type: none"> • To provide highest quality specialist assessment and treatment to people with severe mental illnesses. • Undertakes assessments, makes diagnoses and develops treatment and management plans in consultation with patient/family/tangata whaiora where appropriate. • Provides ongoing psychiatric review and management. • Clearly documents assessments, risk assessment and treatment plans in accordance with Health NZ Hawke's Bay policies and procedures.

	<ul style="list-style-type: none"> • Participates in multidisciplinary meetings with clinical review meetings. • Participates in case discussions and contributes to ongoing treatment plans. • Participation in family/whānau meetings. • Providing advice and supervision to other medical and non-medical clinicians. • Provides urgent and crises assessments. • Actively participates in clinical governance and quality improvement initiatives to improve clinical care provision and standard or clinical practice. • Undertake the role and functions of a responsible clinician for people subject to the provisions of the Mental Health (Compulsory Assessment and Treatment) Act 1992. • Prescribes treatment (including medications) in accordance with Health NZ Hawke's Bay policies and national and international guidelines. • Promotes cooperation and coordination with referring and support agencies to ensure the delivery of best service and care as possible. • Provides consultation and liaison with primary health sector as appropriate.
Maintain Clinical Skills	<ul style="list-style-type: none"> • Participates in peer review. • Participates in other formal continuing education activities locally. • Keeps up to date with specialist literature. • Enrol in RANZCP continuing professional development programme. • Participates in regular audit activities.
Supervision and Training	<ul style="list-style-type: none"> • Attends regular supervision as necessary to maintain a high standard of performance. • Assists in teaching of students and other professionals and contributes in the training of other workers in the service as requested
Administration	<ul style="list-style-type: none"> • Contribute to administration of Mental Health Services in a constructive way • Keep comprehensive, up to date and legible clinical notes in accordance with guidelines laid down by the service. • Participate in administration meetings with management staff. • Participate in strategic planning and administrative meetings with other senior medical staff.
After Hours Cover	<ul style="list-style-type: none"> • Scheduled on the second on-call roster with other SMO's. • Available by cell phone at all times when on-call. • Available to see patients when indicated within 30 minutes or at an otherwise agreed timeframe. • Provide clinical advice and support to first on-call Medical Officer and Emergency Mental Health Service (EMHS). • Provide only on call after hours cover if first on-call unavailable or un-rostered.

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

External	Internal
<ul style="list-style-type: none"> • General Practitioners • Police • Non-government Organisations • Community Organisations • General public 	<ul style="list-style-type: none"> • Medical Director • General Manager • Senior medical staff in mental health • Junior medical staff (Registrars and House Officers) • SMO Administrator • Medical staff of hospital • Members of the multidisciplinary team in mental health • Administration staff • All mental health services • Clinical Nurse Manager, Clinical Managers and Associates/Clinical Coordinators

About you – to succeed in this role

You will have

Essential:

- Fully qualified to practice as a Senior Medical Officer.
- Post-graduate training in Psychiatry with Fellowship of the Royal Australia and New Zealand College of Psychiatrists or equivalent and is recognised by the New Zealand Medical Council as eligible for registration with a vocational scope of practice.
- Acting as a Psychiatrist for patients as a Responsible Clinician within the scope of the Mental Health (Compulsory Assessment and Treatment) Act 1992.
- Clinical experience and knowledge in mental health and addiction services at a specialist level.
- Previous specialist psychiatric clinical experience in community, liaison, crisis and inpatient settings.
- Knowledge of the New Zealand Government's health funding framework and priorities and the impact of these.
- Willingness to work in a constructive way with a range of clinical and non-clinical disciplines.
- Credibility and integrity (embraces professionalism and ethical practice).
- Excellent communication and interpersonal skills.

You will be able to

Essential:

- Demonstrate an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role.

- 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:

- Medico-legal experience or willingness to learn.

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.