

<b>Te Whatu Ora</b> Health New Zealand Te Matau a Māui Hawke's Bay	<b>POSITION TITLE</b>	<b>SENIOR MEDICAL OFFICER - RESPIRATORY</b>		
	<b>DIRECTORATE</b>	Hospital Group	<b>DEPARTMENT</b>	Medicine
	<b>REPORTING TO (operationally)</b>	General Manager – Hospital Group	<b>REPORTING TO (professionally)</b>	Medical Director - Medicine
<b>DIRECTORATE RESPONSIBILITIES &amp; DIRECT REPORTS</b>	This role covers the Respiratory Service within the Department of Medicine, Te Whatu Ora – Health New Zealand, Te Mata a Māui Hawke's Bay Staff reporting - 0 Direct, 0 Indirect			
<b>PURPOSE OF THE POSITION</b>	<ul style="list-style-type: none"> <li>To work within the Department of Medicine to provide services for people within Te Whatu Ora Hawke's Bay catchment area</li> <li>To provide clinical services that include inpatient and outpatient medical care</li> <li>To ensure and prioritise a focus on patient safety and quality relating to care and processes</li> <li>To recognise and support the delivery of the Hawke's Bay Health sector vision and values</li> </ul>			
<b>KEY DELIVERABLES</b>	<p><b>Clinical Practice</b></p> <ul style="list-style-type: none"> <li>To provide appropriate medical care to consumers, within a recognised scope of practice, in keeping with the SMO's level of experience, qualifications and skill set</li> <li>To act in a kind and compassionate manner</li> <li>To work effectively as part of a team within the service and wider hospital services</li> <li>To provide culturally appropriate care</li> <li>To work in partnership with the consumer/whaiora and their family/whanau</li> </ul> <p><b>Professional Standards</b></p> <ul style="list-style-type: none"> <li>To meet Organisational standards i.e. legislative, professional, contractual, and ethical</li> <li>To meet professional standards as set out by the Royal Australasian College of Physicians (RACP) and Medical Council of New Zealand (MCNZ)</li> <li>Research projects undertaken and any involvement in therapeutic trials shall receive the approval of the Ethics Committee and shall be in accordance with its protocol</li> </ul> <p><b>Continuing Medical Education (CME), Audit and Teaching</b></p> <ul style="list-style-type: none"> <li>MCNZ requires all SMO's to be enrolled in a CME program. It is anticipated that the employee will keep up-to-date with trends and developments in their field on a regular basis through discussion with colleagues, reading the literature and participating in conferences/meetings. This is particularly important when working in a smaller regional unit</li> <li>The employee will provide evidence of their continuing education by completing re-certification with the appropriate RACP program</li> <li>The Department of Medicine has an active education program that includes weekly sessions of journal critique, case presentations and hospital grand rounds, with a monthly departmental audit session. It is expected that all SMO's will participate in this program</li> <li>All SMO's will contribute to teaching of junior medical staff (RMO's), nursing and other staff as part of their regular clinical duties. Talks to general practitioners (GP's) and allied professionals in the community are given as requested</li> </ul> <p><b>Continuous Quality Improvement</b></p> <ul style="list-style-type: none"> <li>To lead and support continuous quality improvement activities</li> <li>Development of new initiatives and innovative practices</li> <li>Contribute to the ongoing evaluation of services</li> </ul>			
<b>HEALTH &amp; SAFETY RESPONSIBILITIES</b>	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: <ul style="list-style-type: none"> <li>Not to do anything that puts your own health and safety at risk</li> <li>Not to do anything that puts others health and safety at risk</li> <li>To follow all health and safety policies and procedures</li> <li>To follow all reasonable health and safety instructions</li> </ul> (You have the right to cease work if you believe that you, or others, are at risk of serious harm)			
<b>KEY WORKING RELATIONSHIPS</b>	<p><b>INTERNAL</b></p> <ul style="list-style-type: none"> <li>Head of Department, Medical</li> <li>Medical Director, Internal Medicine</li> <li>Hospital Group General Manager</li> <li>Other SMO's</li> <li>Planning, Funding and Performance staff</li> <li>RMO's</li> <li>Nursing staff</li> <li>Multidisciplinary staff</li> </ul>		<p><b>EXTERNAL</b></p> <ul style="list-style-type: none"> <li>PHO</li> <li>GP's/Practice Nurses</li> <li>Home Based Support Sector</li> <li>Non-government organisations (NGO's)</li> <li>Voluntary groups</li> <li>Support groups</li> <li>External agencies</li> <li>Other Te Whatu Ora District Hospitals</li> </ul>	

<b>DELEGATION AND DECISION</b>	Clinical leadership within Medical Directorate in partnership with Medical Director and Head of Department
<b>HOURS OF WORK</b>	80 hours (1.0 FTE) per fortnight
<b>TENURE</b>	Permanent
<b>EMPLOYMENT AGREEMENT &amp; SALARY</b>	In accordance with the New Zealand District Health Boards Senior Medical and Dental Officers Multi Employer Collective Agreement 1 April 2022 to 31 March 2023 (MECA) according to qualifications and experience (prorated if worked part-time)
<b>DATE</b>	November 2023
<b>EXPENDITURE &amp; BUDGET ACCOUNTABILITY</b>	Nil
<b>SCOPE &amp; COMPLEXITY</b>	<p><b>General Medicine Service</b></p> <ul style="list-style-type: none"> <li>The Department of Medicine over 40 SMOs covering all major specialties, apart from haematology/radiation oncology, supported by 26 medical registrars and 10 house officers</li> <li>All adult acute medical admissions to Te Whatu Ora Hawke's Bay are managed by the general medical service</li> </ul> <p><b>Other Services</b></p> <ul style="list-style-type: none"> <li>Te Whatu Ora Hawke's Bay has a robust Emergency Department, Intensive Care Unit and Radiology Department including CT, MRI, digital radiology, fluoroscopy, isotope imaging and interventional radiology support</li> <li>General, orthopaedic, trauma, vascular, gynaecological, ENT, maxillofacial and ophthalmological surgery are provided on site with visiting plastics and neurosurgical services from our tertiary providers</li> </ul> <p><b>Research</b></p> <ul style="list-style-type: none"> <li>Research opportunities are available in various forms. Pharmaceutical company sponsored research has been carried out for a number of years at Te Whatu Ora Hawke's Bay, especially participation in international multi-centre trials in the field of diabetes, cardiology and stroke medicine. An efficient medical research unit has evolved to support this including the availability of dedicated research nurses</li> <li>For investigator-initiated research there are a number of grants and societies the can be applied to or support of otherwise unfunded activities</li> </ul>

## ESSENTIAL CRITERIA

### Qualifications

- Must be registered or eligible to be registered as a Medical Specialist with the MCNZ
- Hold or be eligible to hold Vocational Accreditation for area of specialty
- Hold current professional indemnity insurance

### Experience

- Provides appropriate diagnostic and management plans
- Able to keep a sense of proportion when working in challenging situations and make logical decisions under pressure
- Able to adopt a lateral approach in decision-making and the development and sharing of ideas
- Demonstrates time management skills
- Demonstrates ability to work within a team

### Business / Technical Skills

- Basic computer skills
- Written and oral work is articulate, relevant and concise
- Demonstrates an understanding of continuous quality improvement

### Leadership Competencies

- Credibility and integrity (embraces professionalism and ethical practice)
- Accepts responsibility for own practice
- Able to create an environment that promotes innovation and motivation of other team members

### Key Attributes

- Effective communication skills
- Open and responsive to consumer needs
- Positive attitude with problem solving focus

### 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 facilitates the participation of whānau in the care and support of their whānau member

### Physical requirements for role

#### Agility

- 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

#### Fitness

- Able to walk up 2 flights of stairs without stopping

#### Strength

- Able to do at least 3 half press ups (i.e. on knees)

### Vaccination status for role

History of vaccination is required on starting work and will be reviewed with occupational health

## DESIRABLE CRITERIA

### Experience

- Has in-depth knowledge of New Zealand legislation with regard to patients' rights, clinical responsibilities, clinical accountability and health strategies
- Research, evaluation and analytical skills. Able to effectively analyse data/information and relate this to the needs of the population and health policy criteria

### Business / Technical Skills

- Advanced computer skills
- Statistical analysis



## Our Vision and Values

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

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