

	POSITION TITLE	UROLOGIST		
	DIRECTORATE	Hospital Group	DEPARTMENT	Urology
	REPORTING TO (operationally)	General Manager - Hospital	REPORTING TO (professionally)	Head of Department, General Surgery
<b>DIRECTORATE RESPONSIBILITIES &amp; DIRECT REPORTS</b>	<p>This role covers the Urology Department with Health New Zealand   Te Whatu Ora Te Matau a Māui Hawke's Bay.</p> <p>Staff reporting - Direct: None - Indirect: Where appropriate delegate for junior staff.</p>			
<b>PURPOSE OF THE POSITION</b>	<ul style="list-style-type: none"> <li>To provide high quality care to urology patients with a wide range of acute and elective surgical conditions</li> <li>To provide a wide range of urological procedures</li> <li>To participate in the acute urology on call as rostered, currently 1:3 as rostered.</li> <li>To provide inpatient and outpatient care</li> <li>To support and lead junior medical staff and take an active role in interdisciplinary team education and actively support and utilise specialist nurse role/s as appropriate.</li> <li>To actively participate in quality improvement, clinical audit activities and service development meetings and initiatives.</li> <li>Position may involve clinical services at Health NZ Hawke's Bay and other rural sites.</li> <li>To ensure and prioritise a focus on patient safety and quality relating to care and processes within the Elective and Surgical Service.</li> <li>Delivery of organisational KPI's including relevant MOH target, financial budgets and service plans.</li> <li>To recognise and support the delivery of the Hawke's Bay Health sector vision</li> </ul>			
<b>KEY DELIVERABLES</b>	<p><b>Clinical Responsibilities:</b> The senior medical officer is required to undertake their clinical responsibilities and to conduct themselves in all matters relating to their employment in accordance with best practise and relevant ethical and professional standards and guidelines as determined from time to time by:</p> <ul style="list-style-type: none"> <li>The NZ Medical association's code of ethics;</li> <li>The practitioner's relevant medical college(s) and / or professional associations(s);</li> <li>The Health and Disability Commissioner; and</li> <li>The employer's policies and procedure except to the extent that they may be inconsistent with any other provision of this agreement.</li> </ul> <p><b>Service Provision</b></p> <ul style="list-style-type: none"> <li>Adherence to hospital policies and procedures to ensure ethical care</li> <li>Outpatient assessment, Pre-theatre assessment, Post-operative recovery</li> <li>Multi-disciplinary meetings</li> <li>Discussions and meetings with caregivers and patient families</li> <li>Preparation of police, coroner, ACC reports etc.</li> <li>Research and study related to treatment of specific patient.</li> <li>To ensure provision of a high standard of care to patients in operating theatre, inpatients, day cases and outpatients for both acute and elective conditions.</li> <li>Assessment, treatment and management plans are appropriate, clearly documented and auditable.</li> <li>All surgical interventions, observations, designated tests and treatments are documented and follow established guidelines.</li> <li>Inpatient care is generally provided in the general surgical ward, day procedures unit and ICU/HDU.</li> <li>Referrals to other specialists, departments and hospitals are timely and appropriate.</li> <li>Documentation is appropriate, timely, accurate and legible.</li> </ul> <p><b>Theatre Activity</b></p> <ul style="list-style-type: none"> <li>Theatre sessions are completed as allocated</li> <li>Elective cases are prioritised as per the elective booking system process and patients are treated in order of clinical need</li> <li>Acute cases are prioritised according to clinical need.</li> <li>Offsite surgery options</li> </ul> <p><b>New or Innovative Procedures</b></p> <ul style="list-style-type: none"> <li>Awareness of improvements in patient care is encouraged</li> </ul> <p>Any new procedure is to be discussed with the Head of department. If appropriate for introduction it must be done in accordance with Health NZ Hawke's Bay policies for the introduction of new procedures</p>			

**Management of Acute Patients**

- Provides a consultant lead acute call service. This includes the coordination of acute care during working hours, direct management of acute problems or the supervision of registrars if appropriate.
- Is available to medical and nursing staff for advice, support and supervision of any urgent patient problems during normal business hours and when on-call, including returning to the workplace when requested as appropriate.
- When on acute duty and away from the hospital, the Duty Consultant is required to remain immediately contactable and available to attend the hospital within 25 minutes.
- Be available for telephone consults.
- Participate in acute on-call roster. This is averaged as 1:3, with an agreed budget to increase the number of urologists on the on-call roster over time.
- Provide acute call cover for other urologists as appropriate and agreed
- Attendance to acutely ill patients is timely and appropriate
- An appropriate number of ward rounds are conducted each week including a ward round after an operating day and after the day of acute admitting.

**Outpatient Clinics**

- Clinics with an agreed mix of new to follow up ratio is delivered as per schedule.
- Patients are accepted on to the first specialist assessment treatment list based on accepted treatment list criteria.
- Inappropriate referrals are returned to the GP with appropriate information.
- Patients who are referred on to inpatient treatment lists meet certainty criteria or are managed on active review until certainty is met or referred back to GPs.
- Equity of access minimising disparities for treatment list management

**Ethical and Legal Parameters of Medical Practice**

- Provides clinical care in a manner consistent with established ethical standards as defined by the Medical Council of New Zealand
- Meets credentialing requirements for surgical procedures practised.
- Identifies risk factors as they pertain to general and surgery endoscopy and implements and maintains strategies to manage and minimise risk.

**Interdisciplinary Team Approach**

- Supports the care of patients within an interdisciplinary team
- Actively supports multidisciplinary models of care including specialist nurses, allied health staff and others as required.
- Actively supports specialist nurse activities
- Regularly attends general surgery meetings, x-ray, pathology and Service meetings
- Participates in multidisciplinary team meetings relevant to their expertise
- Provides education to nurses and other allied health professionals as appropriate
- Liaises with general practitioners and other health care professionals as required

**Quality Improvement and Service Development**

- Participate and deliver on quality assurance requirements
- Actively participates in surgical audit programme and other activities relating to the maintenance and improvement of clinical standards
- To work towards the achievement of goals and objectives of Health NZ Hawke's Bay and those of the general surgical service.
- Participate in service development meetings including the monitoring and implementation of surgical contracts.
- Maintains and develops own professional knowledge and skills.
- Links with regional and tertiary services are productive; improve service delivery, patient outcomes and own knowledge.

**Departmental Activities**

- Participates in annual service planning processes
- Take part in departmental credentialing activities
- Attend and/or participates in Grand Rounds as relevant

	<p><b>Training and Development</b></p> <ul style="list-style-type: none"> <li>• Participates in teaching junior medical staff, and medical students in accordance with the requirements of the surgical training scheme.</li> <li>• Leads and supports registrars in inpatient care, surgical procedures and designated clinics.</li> <li>• Advises Urologists colleagues when appropriate</li> <li>• Teach postgraduate students as required.</li> <li>• Provides a report on House Officer performance to the Intern Supervisor at the end of each three-month run, including performance discussions with the House Officer at the beginning, during and at the end of each run, as per Medical Council requirements</li> </ul> <p><b>Occupational Health and Safety</b></p> <ul style="list-style-type: none"> <li>• Displays commitment through actively supporting all health and safety initiatives.</li> <li>• Ensures all staff/colleagues maintain adequate safety standards on the job through consultation, training and supervision.</li> <li>• Ensures own and others safety at all times.</li> <li>• Complies with policies, procedures and safe systems of work.</li> <li>• Reports all incidents/accidents, including near misses in a timely fashion.</li> <li>• Is involved in health and safety through participation and consultation.</li> </ul>	
<b>HEALTH &amp; SAFETY RESPONSIBILITIES</b>	<p>Health NZ 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"> <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> <p>(You have the right to cease work if you believe that you, or others, are at risk of serious harm).</p>	
<b>KEY WORKING RELATIONSHIPS</b>	<p><b>INTERNAL</b></p> <ul style="list-style-type: none"> <li>• Department medical staff</li> <li>• Department nursing staff</li> <li>• Department of administration staff</li> <li>• Clinical Director</li> <li>• Chief Medical and Dental Officer</li> <li>• Manager Elective &amp; Surgical Services</li> <li>• Other medical and nursing staff</li> <li>• Other departments</li> <li>• GP Liaison</li> </ul>	<p><b>EXTERNAL</b></p> <ul style="list-style-type: none"> <li>• Other external health providers including other Urologists in the region</li> <li>• General Practitioners</li> </ul>
<b>DELEGATION AND DECISION</b>	<p>Delegate where appropriate to junior staff. Work collaboratively with senior colleagues. Maintain positive collegial relationships with other specialties</p>	
<b>HOURS OF WORK</b>	<p>Up to 80 per fortnight for full-time and pro-rata for less than full-time</p>	
<b>EMPLOYMENT AGREEMENT &amp; SALARY</b>	<p>As per the Individual Employment Agreement (IEA) negotiated with the appointee OR in accordance with the Senior Medical and Dental Officers Collective Agreement (SECA) Step 1 to Step 15 gross per annum (pro-rated if worked part-time) according to qualifications and experience</p>	
<b>DATE</b>	<p>August 2025</p>	
<b>EXPENDITURE &amp; BUDGET ACCOUNTABILITY</b>	<p>N/A</p>	
<b>SCOPE &amp; COMPLEXITY</b>	<p>To provide high quality care to urology patients with a wide range of acute and elective surgical conditions. Logistics of covering all theatre sessions to maintain acute as a priority, so that acute surgery is achieved in a timely fashion, while also achieving our elective targets. Ensuring that our registrar training is maintained to the highest possible standard.</p>	

## ESSENTIAL CRITERIA

### Qualifications

- Appropriate medical degree recognised by the Medical Council of New Zealand
- Vocational Registration in Urology with the New Zealand Medical Council

### Experience

- Experience in a wide range of urological 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 general practitioners and other urologists in the region
- Experience in the development and maintenance of clinical audit
- Shows commitment to, and demonstrates the behaviours of the health sector:
- Tauwhiro (delivering high quality care to patients and consumers)
- Rāranga te tira (working together in partnership across the community)
- He kauanuanu (showing respect for each other, our staff, patients, and consumers)
- Ākina (continuously improving everything)

### Business / Technical Skills

- Management of acute urological conditions
- Management of trauma, including complex cases in conjunction with other specialties
- The ability to work within a multidisciplinary team
- Competent in the management of conditions that fall within the vocational scope of urology
- The ability to recognise conditions outside of the urologist's individual expertise and refer these on to the relevant specialty service.
- Competency in all aspects of the management of subspecialty areas of interest, depending on training.

### Leadership Competencies

- Attend and contribute to post-graduate medical education
- Take part in research projects
- Demonstrate a commitment to continuing medical education
- Participate in activities that contribute to ongoing personal and professional development

### 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



## 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 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.

### RARANGA TE 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.