

<b>Te Whatu Ora</b> Health New Zealand Te Matau a Māui Hawke's Bay	<b>POSITION TITLE</b>	<b>OCCUPATIONAL THERAPIST - Whakaora Ngangahau</b>		
	<b>Group</b>	Mental Health & Addictions Group.	<b>DEPARTMENT</b>	Community Mental Health & Addictions – South Team
	<b>REPORTING TO (operationally)</b>	Clinical Nurse Manager	<b>REPORTING TO (professionally)</b>	Professional Lead
<b>DIRECTORATE RESPONSIBILITIES &amp; DIRECT REPORTS</b>	This role covers the Community Mental Health (South) in the Te Whatu Ora Te Matau a Māui Hawkes Bay Staff reporting - Nil			
<b>PURPOSE OF THE POSITION</b>	<p>An Occupational therapist provides safe and clinically effective patients / clients/ tangata whaiora assessment and intervention, within a specific clinical area with a development of more comprehensive assessments and in-depth knowledge and skills.</p> <p>To ensure and prioritise a focus on patient/client safety and quality relating to care, interventions and processes within the Community Mental Health and Addictions services/Directorate.</p> <p>Provide specialist Occupational Therapy skills , knowledge and expertise as part of the multi-disciplinary team</p> <p>Delivery of organisational KPI's including relevant MOH target, financial budgets and service plans.</p> <p>To recognise, participate and contribute to the delivery of the Hawkes Bay Health sector vision, values and behaviours.</p>			
<b>KEY DELIVEABLES</b>	<p><b>Clinical Practice - Te Mahi Haumanu</b></p> <ul style="list-style-type: none"> <li>▪ Takes professional and organisational responsibility for managing a caseload of patients/clients/tangata whaiora with increasing complexity. Be able to independently adapt and make decisions regarding Occupational therapy intervention. Demonstrates ability to organise workload and accept responsibilities for work outcomes/outputs.</li> <li>▪ Utilises information available to prioritise patients / clients/tangata whaiora to enable appropriate allocation of referrals and workload balance with staff in the team.</li> <li>▪ Carries out comprehensive functional performance occupational therapy assessment with patients/clients/tangata whaiora and their whānau. This includes use of standardised, non-standardised assessments and clinical observations to assist in assessment and intervention planning.</li> <li>▪ Formulates and implements occupational therapy interventions using comprehensive clinical reasoning skills and an in-depth knowledge of occupational performance intervention approaches. This is in partnership with patients/clients/tangata whaiora agreed goals to enable engaging purposeful and meaningful participation.</li> <li>▪ Utilises relationship centred practice through demonstrating effective communication, to establish a therapeutic relationships with patients / clients/tangata whaiora and their whānau alongside the interprofessional (IPP) and multidisciplinary (MDT) team,including the wider health team and external agencies as appropriate. This includes relaying complex, sensitive and contentious information.</li> <li>▪ Assesses the patients/clients/tangata whaiora cognitive understanding. Taking into account the impacts of cognitive and mental health concerns on the ability to gain informed consent.</li> <li>▪ Regularly reassesses and evaluates the patients/clients/tangata whaiora occupational performance, functional abilities and progress against agreed goals and adjust intervention as situations change.</li> <li>▪ Develops a comprehensive discharge / transfer plan with patients / clients/tangata whaiora and their whānau.</li> <li>▪ Carries out regular clinical risk assessments with patients/clients/tangata whaiora and takes action to effectively manage and mitigate identified risks, seeking support where appropriate.</li> <li>▪ Demonstrates an awareness of health inequalities, with evidence of implementing actions within clinical practice towards reducing these for the patients / clients/tangata whaiora and their whānau.</li> <li>▪ Represents the service at clinical inter professional discussions, rapid rounds and intervention planning meetings to ensure the delivery of a coordinated interprofessional approach .Ensures that Occupational therapy is integrated and collaborative within the overall intervention planning.</li> <li>▪ Completes health record documentation consistent with legal, professional and organisational requirements within the working day.</li> <li>▪ Adheres to research and evidence based practice for occupational therapy, relevant clinical research, policies and practice guidelines.</li> <li>▪ Engages teaching and coaching with patients / clients/tangata whaiora and their whānau careers, supporters and other professionals to promote health literacy ensuring client engagement participation and understanding.</li> </ul>			

- Responsible for functional assessment of activities of daily living including prescription of short term loan equipment and long term equipment funded by Enable New Zealand also environmental adaptations and alterations to the patients/clients/tangata whaiora home.
- Demonstrates awareness of local, sub-regional and regional context in relation to provision of health and social support and the impact on service provision.
- Identifies unmet needs of patients/clients/tangata whaiora and their whānau and identifies and creates potential solutions to address these needs.
- Demonstrates an understanding of the interprofessional roles and contributions of the team.
- Works in other areas as identified or following a reasonable request in order to support the organisation in managing safe

### **Teaching & Learning - Ako Atu, Ako Mai**

- Maintains competency and fitness to practice professional registration requirements, participates within the portfolio requirements.
- Leads and contributes to training within the team/service.
- Supervises, educates and enhances the learning opportunities and clinical practice education of occupational therapy students.
- Leads and contributes to inter professional (IPP) and multidisciplinary (MDT) education in direct clinical area, or discipline specific teaching across teams and services. Encouraging sharing of knowledge skills and learning across teams and professions.
- Maintains an awareness of current developments in research and evidence based practice in occupational therapy and occupational science facilitates recommendations to improve practice.
- Facilitates and is involved in the induction and training of newly appointed staff actively role models and promotes the values and behaviours of the Hawke's Bay District Health Board
- Completes mandatory training as applicable for the role.
- Participates positively in an annual performance review and associated clinical assurance activities.
- Provides and participates in professional supervision in line with the organisations and regulatory authority requirements.
- Provides and contributes to coaching, mentoring and clinical support and/or professional supervision.

### **Leadership & Management - Te Ārahi me te Whakahaere**

- Contributes constructively to all relevant department, clinical and team meetings, leading and facilitating such meetings.
- Leads and assists team leaders and professional leaders in best practice clinical assurance activities of occupational therapy staff.
- Directs and delegates clinical tasks to allied health assistants and support staff.

### **Service Improvement and Research - Te Whakapai Ratonga me te Rangahau**

- Broadens research and development skills through participation in local audit and research projects as identified by team leaders, professional leaders or Advanced or Expert Allied Health professionals.
- Initiates and participates in quality improvement activities to develop and improve service delivery. Develops and /or participates in regional / sub regional professional networks and relevant activities as appropriate to area of work.
- Establishes working partnerships with external organisations to promote integrated working and collaboration shares knowledge and skills.
- Contributes to annual planning process, including identifying gaps in service and participating in work activity that may result from the planning process.
- Practises in a way that utilises resources (including staffing) in the most cost effective manner to facilitate the best patients/clients/tangata whaiora outcomes.
- Awareness of and complies with all legislative and contractual requirements as applicable to the role (e.g. Health and Safety in Employment Act 1992, Privacy Act 1993, Vulnerable Children's Act 2014, Privacy Act, ACC service specifications etc.).

<b>HEALTH &amp; SAFETY RESPONSIBILITIES</b>	<p>Te Whatu Ora Te Matau a Māui Hawkes Bay is committed to maintaining and promoting the health &amp; 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 H&amp;S at risk</li> <li>• Not to do anything that puts others H&amp;S 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> <p>Community Services Manager / Associate Clinical Nurse Manager  Other Team Members/Practitioners, eg. Registered Nurses, Occupational Therapists, Social Workers, Psychologists, Addiction Counsellors, Medical Personnel  Allied Health Professionals, Professional Advisor &amp; Director of Allied Health  Te Wāhanga Hauora Māori Te Whatu Ora Te Matau a Māui Hawkes Bay  Other teams relevant to supporting the Tangata Whaiora and whānau journey</p>	<p><b>EXTERNAL</b></p> <p>Tamariki, whānau &amp; tangata whaiora  Community Services and Agencies  All other Health Providers, including PHO, GPs</p>
<b>DELEGATION AND DECISION</b>	<p>Guideline: Professional responsibilities for direction and delegation of care as appropriate and regulated by appropriate authority , within scope of practice</p>	
<b>HOURS OF WORK</b>	<p>64 hours per fortnight</p>	
<b>EMPLOYMENT AGREEMENT &amp; SALARY</b>	<p>In accordance with Public, Allied and Technical Health Employee’s Multi Employer Collective Agreement (MECA) according to qualifications and experience pro-rated for hours worked. Step 2-7</p>	
<b>DATE</b>	<p>2024</p>	
<b>EXPENDITURE &amp; BUDGET ACCOUNTABILITY</b>	<p>Nil</p>	
<b>SCOPE &amp; COMPLEXITY</b>	<ul style="list-style-type: none"> <li>▪ To ensure and prioritise a focus on patient safety and quality relating to care and processes within the Mental Health Service.</li> <li>▪ Delivery of organisational KPI’s including relevant MOH target, financial budgets and service plans. To recognise and support the delivery of the Hawkes Bay Health sector vision.</li> </ul>	

## ESSENTIAL CRITERIA

### Qualifications

Bachelor of Occupational Therapy (BSc), or equivalent.  
New Zealand Registered Occupational Therapist with current annual practising certificate (APC).

### Experience

2-5 years clinical practice.  
Clinical experience applicable to role.  
Focus on delivering high quality intervention for the client/patient and whānau.  
Self-motivated in developing clinical and professional practice.  
Ability to contribute positively to the interprofessional /multidisciplinary team.  
Excellent oral and written communication skills

### Business / Technical Skills

Proficiency in Microsoft Office, Word, Outlook, PowerPoint, Internet resources and e-mail.  
Clean current full New Zealand driver's licence

### Leadership Competencies

- *Credibility and integrity (embraces professionalism and ethical practice).*
- *Ability to grasp implications of a situation quickly*

### Key Attributes

- *Effective communication skills*
- *Positive attitude with problem solving focus*
- *Ability to contribute positively to the interprofessional/multidisciplinary team.*
- *Self-motivated in developing clinical and professional practice.*
- *Focus on delivering high quality intervention for the client/patient and whānau*

### 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: -

The Te Whatu Ora Te Matau a Māui Hawkes Bay is a fair and equitable employer. As per the Te Whatu Ora Te Matau a Māui Hawkes Bay commitment to the National Disability Strategy it will ensure the ongoing support, guidance and tools are provided to support people with disabilities within the workplace.

### Vaccination status for role:

Vaccinations as per the current employee immunisation policy including annual influenza vaccination

## DESIRABLE CRITERIA

### Experience

Membership of the Occupational therapy Whakaora Ngangahau Aotearoa  
Post graduate qualifications and education in Occupational therapy, Occupational Science, rehabilitation or other relevant field

### Business / Technical Skills

- *Understanding of organisational dynamics and able to work effectively in a complex multi-professional workplace.*
- *Advanced IT skills*



## 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.