

<b>Health New Zealand</b> Te Whatu Ora	<b>POSITION TITLE</b>	Key Worker - Alcohol & Drug Clinician		
	<b>DIRECTORATE</b>	Mental Health & Addiction	<b>DEPARTMENT</b>	Community Mental Health and Addictions (North)
	<b>REPORTING TO (operationally)</b>	Clinical Manager North	<b>REPORTING TO (professionally)</b>	Professional Lead
<b>DIRECTORATE RESPONSIBILITIES &amp; DIRECT REPORTS</b>	This role covers the Mental Health and Addictions directorate in Health New Zealand   Te Whatu Ora Te Matau a Māui Hawke's Bay based in Wairoa  Nil direct reports			
<b>PURPOSE OF THE POSITION</b>	<ul style="list-style-type: none"> <li>▪ To work with those most severely affected by mental illness and addiction</li> <li>▪ To provide alcohol &amp; drug and mental health assessment and treatment to those adults and their families, whose lives are affected by alcohol, drug use and mental health problems utilising a client centred approach.</li> <li>▪ To provide a comprehensive and quality service that is accessible, appropriate and culturally sensitive, which will be accomplished in partnership with the individuals, families and communities, using current best practice which encourages people towards enhanced quality of life.</li> <li>▪ To proactively participate, encourage and enhance service provision by providing an alcohol &amp; other drug perspective and service as part of the wider multidisciplinary team.</li> <li>▪ To provide opioid substitution treatment within the wider multidisciplinary team (MDT)</li> <li>▪ To promote and participate in multi-disciplinary team processes to ensure the best outcomes for clients.</li> <li>▪ The position will contribute to the provision of an after-hours oncall service providing a responsive 24/7 rural service for persons requiring assessment under the Mental Health (Compulsory Assessment and Treatment) Act 1992.</li> <li>▪ Performing Duly Authorised Officer (DAO) responsibilities is expected.</li> </ul>			
<b>KEY DELIVERABLES</b>	<p><b>Clinical Practice (specific to position/service requirements)</b>  <b>Tasks (how it is achieved):</b></p> <ul style="list-style-type: none"> <li>▪ Provide age appropriate alcohol / other drug and mental health assessment &amp; treatment interventions, plan and evaluate treatment &amp; support recovery. Facilitate service entry and exit with safe transition and take steps to minimise risk and maximise recovery potential.</li> <li>▪ Identifies issues relating to substance abuse, mental health and physical health alongside client's current health and disability issues. Demonstrates understanding of trauma informed practice.</li> <li>▪ A comprehensive addiction assessment is completed in partnership with the client and their family/whanau addressing the bio-psycho-social-spiritual factors of the client including family relationships, history, cultural, religious, work history, legal and financial problems.</li> <li>▪ Facilitate or co-facilitate individual or group interventions and other sessions as appropriate e.g. family / couple / supporters / employers &amp; or others sessions, that assess, plan, prepare, organise, debrief and support the person in their recovery, in accordance with a client centred approach.</li> <li>▪ Strategies are developed to respond to families/whanau, and /or communities needs for health education.</li> <li>▪ Recovery coordination and any case work is managed safely, effectively and efficiently in consultation with relevant case team.</li> <li>▪ Documentation of client records and statistics are maintained correctly and updated as required.</li> <li>▪ Client confidentiality is maintained at all times to ensure the Privacy Act and Health Information Privacy Code 1994 and Code of Rights are adhered to.</li> </ul> <p><b>PROFICIENT CLINICAL COMPETENCE (Individual responsibility for position requirements.)</b>  <b>Tasks (how it is achieved):</b></p> <ul style="list-style-type: none"> <li>▪ Demonstrates proficiency and autonomy of practice in the clinical setting providing interventions to service users with a range of needs.</li> </ul>			

- Utilising evidence based knowledge and skills through reflective practice and professional judgement to provide competent, interventions, support care and advice.
- Proactively anticipates and recognises cues to a situation and predicts outcomes, referring on to other clinical team members.
- Utilising assessment skills to assess service user responses to treatments and adapt approaches to accommodate any changes.
- Initiates interventions and monitors therapeutic responses and any negative effects.
- Demonstrating responsibility, accountability and commitment in practice.
- Actively pursuing professional development opportunities.
- Participates in leadership in building and strengthening a therapeutic team.
- Keep informed of developments in all aspects of the sector, and maintain an effective level of education and training in relevant areas.
- Continues to develop the skills and knowledge required to work autonomously and also as part of a multidisciplinary team.
- To maintain registration to appropriate professional body.
- Ensures the maintenance of high competency levels coupled with the delivery of professional standards of performance and conduct at all times.
- Participation, planning and engagement with all training and education processes within the Community Mental Health and Addiction Service.
- Client confidentiality is maintained at all times to ensure the Privacy Act and Health Information Privacy Code 1994 and Code of Rights are adhered to.

**QUALITY PRACTICE (Participates in quality systems, including standards of practice and service standards.)**

**Tasks (how it is achieved):**

- Working within ethical guidelines, Code of Health and Disability Service Consumers' Rights, Te Whatu Ora Hawkes Bay Professional Standards, Mental Health Standards, Clinical Protocols and Guidelines, and the Health Record Policy.
- Provides and recommends backup systems to ensure safe clinical care.
- Assisting with development for improvements by participating in policy planning, e.g. protocols and clinical practice guidelines.
- To meet Te Whatu Ora Hawkes Bay standards i.e. legislative, professional, contractual, ethical and organisation by knowing what the applicable standards are and undertaking any steps necessary to remedy shortfalls in practice and knowledge

**TEACHING AND COACHING (Participates in building clinical capacity and capability of the wider team to meet the patient/consumer/tangata whaiora needs in an efficient and effective manner.)**

**Tasks (how it is achieved):**

- Contributing to the development of clinical practice knowledge through:
- Acting as a role model, guide, mediator and advocate, with respect to time management and priority setting.
- Acting as a preceptor and/or 'resource' person
- Demonstrating teaching and learning principles, assisting service users/carers/whanau to integrate the implications of illness, recovery and ongoing plan of care.
- Ensure safety of practice through participation in appropriate professional supervision in accordance with professional body guidelines and organisational policies.
- Provides student supervision in accordance with professional objectives and criteria and as agreed with Clinical manager/Professional Advisor.

	<b>PROFESSIONAL STANDARDS</b> <b>Tasks (how it is achieved):</b> <ul style="list-style-type: none"> <li>To meet Te Whatu Ora Hawkes Bay standards (i.e. Legislative, Professional, Contractual, Ethical and Organisation) by knowing what the applicable standards are and undertaking any steps necessary to remedy shortfalls in practice and knowledge</li> </ul>	
<b>HEALTH &amp; SAFETY RESPONSIBILITIES</b>	Te Whatu Ora Hawkes Bay is committed to maintaining and promoting the health & 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 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 (You have the right to cease work if you believe that you, or others, are at risk of serious harm).</li> </ul>	
<b>KEY WORKING RELATIONSHIPS</b>	<b>INTERNAL</b> <ul style="list-style-type: none"> <li>Service Director</li> <li>Clinical Manager</li> <li>Professional Lead</li> <li>Multidisciplinary team</li> <li>Wider community mental health teams Intensive and Acute Services.</li> <li>Maori Health Unit</li> <li>Child Adolescent Mental Health Services</li> <li>Other Health New Zealand   Te Whatu Ora teams</li> </ul>	<b>EXTERNAL</b> <ul style="list-style-type: none"> <li>Patients, consumers, Tangata Whaiora</li> <li>Families/whanau and caregivers</li> <li>General Practitioners</li> <li>PHO</li> <li>Community Probation Service</li> <li>Child Youth &amp; Families Service (CAFS)</li> <li>Police</li> <li>Advocacy Services</li> <li>Schools/ Education providers</li> <li>NGO's e.g. Kahungunu Executive , Mahia Hauora ,Te Poutama Tautoko, MASH Trust, The Bridge, Nova Lodge, etc</li> </ul>
<b>DELEGATION AND DECISION</b>	Guideline: Professional responsibilities for direction and delegation of care as appropriate and regulated by appropriate authority , within scope of practice	
<b>HOURS OF WORK</b>	80 per fortnight	
<b>EMPLOYMENT AGREEMENT &amp; SALARY</b>	In accordance with the Te Whau Ora Health New Zelaand / PSA Allied, Public Health, Scientific & Technical Collective Agreement Step 1 to 7 according to qualifications and experience	
<b>DATE</b>	2024	
<b>EXPENDITURE &amp; BUDGET ACCOUNTABILITY</b>	Nil	
<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 and Addiction 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

- Appropriate health professional related Tertiary qualifications within addiction studies, social work, occupational therapy, or nursing
- Registered Practitioner under HPCAA (2003) or Social Worker registration and/or DAPAANZ registration
- Up to date Annual Practice Certificate as relevant

### Experience

- Community Mental Health and addiction experience (preferably 5 years +)
- Proven customer service skills
- Be working as a Duly Authorised Officer, or be willing to train as such

### Business / Technical Skills

- Previous experience and knowledge of mental health and addictions service delivery
- Experience with addiction and mental health assessments, including knowledge and experience and of a range of interventions: ie CBT/DBT, motivational interviewing, psycho-social approaches.
- Team player, solution focussed with "can do" attitude
- Able to demonstrate culturally safe practice
- Good sense of humour and excellent conflict resolution skills
- Proficient Computer skills
- Driving licence ability to drive
- Excellent communication and negotiation skills
- Outline relevant technical skills needed to effectively carry out role

### 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

### 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:

As required by Occupational Health

### Vaccination status for role:

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

## DESIRABLE CRITERIA

### Experience

- Previous experience and knowledge of mental health and addiction service delivery
- Postgraduate Qualification specific to Mental Health and addictions
- DAO experience
- Ability to work in integrated environment using skills to work with coexisting approaches
- Demonstrates resilience, tolerance and robustness for change
- The ability to adapt and work effectively and flexibly in a variety of situations, with both individuals and groups.
- Knowledge of physical health including BMI

### Business / Technical Skills

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



## 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.

**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.