

## Allied Health, Scientific & Technical Position Description

Employment Agreement:	Allied, Public Health and Technical MECA
Position Title:	<b>Rotational Physiotherapist</b>
Service & Directorate:	Strategy, Primary and Community Directorate
Location:	Dunedin/Invercargill
Reports to:	Operationally: Allied Health Unit Manager Professionally: Physiotherapy Professional Lead
DHB Delegation Level:	N/A
Number of direct reports:	Nil
Date:	July 2018

### Our Vision

Better Health, Better Lives, Whānau Ora

We work in partnership with people and communities to achieve their optimum health and wellbeing  
We seek excellence through a culture of learning, enquiry, service and caring

### Our Shared Values and Behaviours

Kind <i>Manaakitanga</i>	Open <i>Pono</i>	Positive <i>Whaiwhakaaro</i>	Community <i>Whanaungatanga</i>
<b>Looking after our people:</b> We respect and support each other. Our hospitality and kindness foster better care.	<b>Being sincere:</b> We listen, hear and communicate openly and honestly. We treat people how they would like to be treated.	<b>Best action:</b> We are thoughtful, bring a positive attitude and are always looking to do things better.	<b>As family:</b> We are genuine, nurture and maintain relationships to promote and build on all the strengths in our community.

### Our statutory purpose

To improve, promote and protect the health of our population

- Promote the integration of health services across primary and secondary care services
- Seek the optimum arrangement for the most effective and efficient delivery of health services
- Promote effective care or support for those in need of personal health or disability support services
- Promote the inclusion and participation in society and the independence of people with disabilities
- Reduce health disparities by improving health outcomes for Māori and other population groups
- Foster community participation in health improvement and in planning for the provision of and changes to the provision of services
- Uphold the ethical and quality standards expected of use and to exhibit a sense of social and environmental responsibility

PURPOSE OF ROLE
<p>Allied Health, Scientific and Technical professionals work in health care teams providing a range of diagnostic, technical, therapeutic and direct patient care and support services that are critical to the other health professionals they work with and the communities they serve.</p> <p>This role will work collaboratively with all health professionals as well as the wider multi-disciplinary team throughout the SDHB in a way that is consistent with the Organisation’s vision and values. This way of working will ultimately benefit all our patients and communities.</p>

## Competencies

The following competencies apply to this position. The employee will be assessed against these as part of their annual performance and development review.

Organisational Competencies	
<b>Customer Focus</b>	Is dedicated to meeting the expectations and requirements of internal and external customers; gets first hand customer information and uses it for improvements in products and services; acts with customers in mind; establishes and maintains effective relationships with customers and gains their trust and respect
<b>Integrity and Trust</b>	Is widely trusted; is seen as a direct, truthful individual; can present the unvarnished truth in an appropriate and helpful manner; keeps confidences; admits mistakes; doesn’t misrepresent him/herself for personal gain.
<b>Drive For Results</b>	Can be counted on to exceed goals successfully; Is constantly and consistently one of the top performers; very bottom line oriented; steadfastly pushes self and others for results.
Role Specific Competencies	
<b>Managing diversity</b>	Manages all kinds and classes of people equitably; deals effectively with all races, nationalities, cultures, disabilities irrespective of age and gender; supports equal and fair treatment and opportunity for all
<b>Priority Setting</b>	Spends own time and the time of others on what is important; can quickly sense what will help or hinder when seeking to accomplish goals; eliminates roadblocks; creates focus
<b>Problem Solving</b>	Uses logic and established processes to solve difficult problems and achieve effective solutions; can see hidden problems; Is excellent at honest analysis; looks beyond the obvious ; doesn’t stop at the first answers

KEY RELATIONSHIPS	
Within Southern DHB	External to Southern DHB
<ul style="list-style-type: none"> <li>• AHS&amp;T Professional Leaders (PLs)</li> </ul>	<ul style="list-style-type: none"> <li>• Clients, patients, families, whanau and caregivers</li> </ul>
<ul style="list-style-type: none"> <li>• Multi-disciplinary colleagues</li> </ul>	<ul style="list-style-type: none"> <li>• Services from the community, funding bodies, student or intern clinical liaison staff</li> </ul>
<ul style="list-style-type: none"> <li>• Operational manager</li> </ul>	<ul style="list-style-type: none"> <li>• Primary care - GPs, other medical staff</li> </ul>
<ul style="list-style-type: none"> <li>• AHST Professional Development Facilitator</li> </ul>	<ul style="list-style-type: none"> <li>• Relevant professional organisations</li> </ul>
<ul style="list-style-type: none"> <li>• Administration staff</li> </ul>	<ul style="list-style-type: none"> <li>• Other service providers</li> </ul>

**PERSON SPECIFICATION:**

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Education and Qualifications (or equivalent level of learning)</b>	<ul style="list-style-type: none"> <li>• Must be registered with the Physiotherapy Board of New Zealand in accordance with the HPCA Act 2004 and possess a current Practising Certificate</li> <li>• Must actively participate in the Physiotherapy Board of New Zealand's re-certification programme</li> <li>• Must be eligible to work in New Zealand or have a work visa/permit</li> </ul>	<ul style="list-style-type: none"> <li>• Be an Accredited Assessor for the Equipment Management Service as appropriate or be prepared to work towards this accreditation</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Successful completion of a relevant undergraduate physiotherapy qualification, including clinical placements in hospital settings.</li> </ul>	
<b>Knowledge and Skills:</b>	<ul style="list-style-type: none"> <li>• A high level of interpersonal and communication skills</li> <li>• Possess the ability to problem solve and demonstrate initiative</li> <li>• Facilitate appropriate and high quality physiotherapy management of inpatients, outpatients (including hydrotherapy) and community patients where designated</li> <li>• Work actively and co-operatively in an inter-professional team and liaise appropriately with relevant health care professionals</li> <li>• Prescribe mobility aids and equipment (including wheelchairs) within the parameters of departmental provision guidelines</li> <li>• Prepare progress and discharge reports to meet service and ACC requirements</li> <li>• Water confident and able to meet the hydrotherapy pool safety training requirements to participate in hydrotherapy.</li> <li>• Participate in the on-call and weekend service</li> <li>• Assist in the support and mentoring of students and Allied Health Assistants as required</li> <li>• Assist with cover for workload in other areas as directed</li> <li>• Perform other duties relevant to the position as required</li> <li>• Must possess a full and current NZ Driver's licence</li> <li>• Base knowledge of first-aid and willingness to participate in annual CPR training.</li> </ul>	
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Ability to work in a supportive and honest manner</li> <li>• Able to gain peer credibility and respect, and accept responsibility for own actions</li> <li>• Have an appropriate level of fitness and an ability to undertake physically demanding tasks safely.</li> <li>• Have an appropriate presentation and standards of personal care and grooming</li> </ul>	

**KEY RESULT AREAS:**

<b>Key Accountabilities:</b>	<b>Example of successful delivery of duties and responsibilities</b>
<b>Clinical Practice</b>	
<b>Legislative requirements</b> <ul style="list-style-type: none"> <li>• Practise in accordance with relevant legislation, codes, policies etc. and upholds consumer rights</li> <li>• Uphold professional code of ethics</li> </ul>	<ul style="list-style-type: none"> <li>• You adhere to professional and legislative standards of practice</li> <li>• You work according to the scope of your Annual Practising Certificate</li> </ul>

<p><b>Assessments and interventions</b></p> <ul style="list-style-type: none"> <li>• Undertake accurate and comprehensive assessments and evaluations</li> <li>• Plan and implement appropriate interventions</li> <li>• Provide relevant education - including any relevant alternative options - in a format that can be clearly understood</li> <li>• Collaborate with patients to set realistic, patient-centred outcomes</li> </ul>	<ul style="list-style-type: none"> <li>• Your interventions are realistic and based on best practice</li> <li>• You use standard measurement tools and equipment as set down by departmental or professional protocols</li> </ul>
<p><b>Documentation</b></p> <ul style="list-style-type: none"> <li>• Maintain confidentiality of patient information and documentation</li> <li>• Adhere to SDHB's documentation standards</li> </ul>	<ul style="list-style-type: none"> <li>• Your documentation is timely, clear, concise and accurate</li> </ul>
<p><b>Culturally Sensitive Practice</b></p> <ul style="list-style-type: none"> <li>• Practices in a culturally safe manner</li> </ul>	<ul style="list-style-type: none"> <li>• You assist patients to gain appropriate support and representation which reflects their cultural needs and preferences.</li> </ul>
<p><b>Professional Responsibilities</b></p>	
<p><b>Working in a collegial manner</b></p> <ul style="list-style-type: none"> <li>• Contribute to the support and education of colleagues and students to enhance development of the profession</li> <li>• Participate in and contribute to the functioning of the team</li> <li>• Establish and maintain an effective working relationship with other staff</li> </ul>	<ul style="list-style-type: none"> <li>• You have formal and informal systems in place for supporting colleagues</li> <li>• You maintain supervision records for students</li> <li>• You participate as a team member to ensure the best outcomes for patients/ people</li> </ul>
<p><b>Evidence-based practice and research</b></p> <ul style="list-style-type: none"> <li>• Consistently refer to and relate practice to literature and research</li> <li>• Critique, discuss and disseminate evidence based best practice</li> <li>• Reflect on and evaluate the effectiveness of own practice</li> </ul>	<ul style="list-style-type: none"> <li>• You implement evidence-based best practice procedures and guidelines</li> <li>• You updates your knowledge related to best practice guidelines and area of practice</li> <li>• You maintain a professional portfolio or participate in an approved CPD programme (as per professional requirements)</li> </ul>
<p><b>Time management</b></p> <ul style="list-style-type: none"> <li>• Manage own time adopting a disciplined approach to establishing and following identified role-related priorities</li> </ul>	<ul style="list-style-type: none"> <li>• Your tasks are scheduled and completed in a timely manner</li> </ul>
<p><b>Professional development</b></p> <ul style="list-style-type: none"> <li>• Develop and maintain professional competency</li> <li>• Appraisal, peer review, observed practice or other professional audits as applicable</li> <li>• Develop both personally and professionally to meet the changing needs of your career and profession</li> </ul>	<ul style="list-style-type: none"> <li>• You hold current registration where applicable or as required</li> <li>• You maintain an up-to-date professional development plan</li> </ul>
<p><b>Other Duties</b></p>	
<p>Undertaking duties from time to time that may be in addition to those outlined above but which fall within your capabilities and experience.</p>	<ul style="list-style-type: none"> <li>• You respond positively to requests for assistance in own and other areas, demonstrating adaptability and willingness.</li> <li>• You produce work that complies with SDHB processes and reflects best practice.</li> </ul>

Act as a role model for the Southern DHB Organisational Values.	<ul style="list-style-type: none"> <li>• Research undertaken is robust and well considered.</li> <li>• Live and support the DHB values in everything you do.</li> </ul>
<b>Professional Development – self</b>	
Identifying areas for personal and professional development.	<ul style="list-style-type: none"> <li>• Training and development goals are identified/agreed with your manager.</li> <li>• Performance objectives reviewed annually with your manager.</li> <li>• You actively seek feedback and accept constructive criticism.</li> </ul>
<b>Health, Safety and Wellbeing</b>	
Taking all practicable steps to ensure personal safety and the safety of others while at work, in accordance with the Southern DHB’s Health, Safety and Wellbeing policies, procedures and systems.	<ul style="list-style-type: none"> <li>• You understand and consistently meet your obligations under Southern DHB’s Health and Safety policy/procedures.</li> <li>• You actively encourage and challenge your peers to work in a safe manner.</li> <li>• Effort is made to strive for best practice in Health and Safety at all times.</li> </ul>
<b>Treaty of Waitangi</b>	
Giving effect to the principles of the Treaty of Waitangi – Partnership, Participation and Protection through your interaction with others on a day to day basis.	<ul style="list-style-type: none"> <li>• <i>Partnership</i> – You interact in good faith and in the nature of a partnership. There is a sense of shared enterprise and mutual benefit where each partner takes account of the needs and interests of the other.</li> <li>• <i>Participation</i> – You work in partnership with our treaty partners to enable our organisation to prosper. You are mindful of the varying socio-economic conditions that face our people and work hard to remove barriers of access to health and education.</li> <li>• <i>Protection</i> – You work proactively to protect the rights and interests of Māori, including the need to proactively build the capacity and capability of Māori.</li> </ul>

Note: the above example measures are provided as a guide only. The precise performance measures for this position will require further discussion between the job holder and manager.

**CHANGES TO POSITION DESCRIPTION**

From time to time it may be necessary to consider changes to the position description in response to the changing nature of our work environment – including technological requirements or statutory changes. This Position Description may be reviewed as part of the preparation for your annual performance and development review.

Acknowledged / Accepted:

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Employee

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Date

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Manager

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Date