

Position Description

Employment Agreement:	PSA Allied Health & Technical Multi Employer Collective Agreement
Position Title:	Optometrist Therapeutically Endorsed
Service & Directorate:	Ophthalmology, Specialist Surgical Services
Location:	Dunedin/Invercargill
Reports to:	Unit Manager ENT & Eyes
Number of direct reports:	Nil
Date:	November 2021

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>
Looking after our people: We respect and support each other. Our hospitality and kindness foster better care.	Being sincere: We listen, hear and communicate openly and honestly. We treat people how they would like to be treated.	Best action: We are thoughtful, bring a positive attitude and are always looking to do things better.	As family: 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

The key function of this role is to provide Optometry services to the patients of Southern. The role will be expected to provide a high standard of eye health and vision care, diagnosis and outpatient treatment of adults and children. To participate in a number of sub-speciality clinics including retinal (vitreoretinal + medical), glaucoma, paediatrics, diabetes, acutes and cataract clinics.

The successful applicant will be based in the Ophthalmology Department, Dunedin Hospital.

Key requirements of the role include:

- Facilitate an appropriate and high-quality optometry management of outpatients
- Work actively and co-operatively in a multi-disciplinary team and liaise appropriately with relevant health care professionals
- Examinations of the eye and visual system, patient management
- Grading of our diabetic screening photographs
- Assist with sub-speciality procedures such as electrophysiology.
- Provide undergraduate and postgraduate teaching and support to other health professionals

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

Customer Focus	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
Integrity and Trust	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.
Drive For Results	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.
Managing Diversity	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

Role Specific Competencies

Priority Setting	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
Problem Solving	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">• Allied Health Scientific & Technical Professional Leaders	<ul style="list-style-type: none">• Clients, patients, families, whanau and caregivers
<ul style="list-style-type: none">• Multi-disciplinary colleagues	<ul style="list-style-type: none">• Services from the community, funding bodies, student or intern clinical liaison staff
	<ul style="list-style-type: none">• Primary care - GPs, other medical staff
	<ul style="list-style-type: none">• Relevant professional organisations

	<ul style="list-style-type: none"> • Other service providers
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PERSON SPECIFICATION

The expertise required for a person to be fully competent in the role. Position specific competencies:

	ESSENTIAL	DESIRABLE
Education and Qualifications (or equivalent level of learning)	<ul style="list-style-type: none"> • Optometrists and Dispensing Opticians Registration, Board of New Zealand in the Scope of Practice for Optometry with Therapeutic Pharmaceutical Agents (TPA) Endorsement, in accordance with the HPCA Act 2004 and possess a current Practising Certificate • Must actively participate in the Optometrists and Dispensing Opticians Board of New Zealand’s re-certification programme 	<ul style="list-style-type: none"> • Membership of New Zealand Association of Optometrists • Must be eligible to work in New Zealand or have a work visa/permit
Experience	<ul style="list-style-type: none"> • Optometry experience (new graduates will be considered). 	<ul style="list-style-type: none"> • 2-3 years of Optometry experience • Worked in a hospital setting previously
Knowledge and Skills	<ul style="list-style-type: none"> • Fundamental optometry skills in patient diagnosis and management with interest in pathologies. 	<ul style="list-style-type: none"> • Glaucoma prescribing endorsement • Knowledge in the diagnosis and management of various ocular pathologies • Interpretation of various ancillary testing and technology e.g. Optical coherence tomography, Visual fields, etc.
Personal Qualities	<ul style="list-style-type: none"> • Ability to work in a supportive and honest manner • Ability to motivate • Able to gain peer credibility and respect • Accept responsibility for own actions • Possess the ability to problem solve and demonstrate initiative 	

KEY RESULT AREAS:

Key Accountabilities:	Example of successful delivery of duties and responsibilities
Clinical Practice	
Legislative requirements, Assessments & Interventions, Documentation, and Cultural Sensitivity	
Practise in accordance with relevant legislation, codes, policies etc. and upholds consumer rights Uphold professional code of ethics Undertake accurate and comprehensive assessments and evaluations Plan and implement appropriate interventions Provide relevant education - including any relevant alternative options - in a format that can be clearly understood	<ul style="list-style-type: none"> • Adheres to professional and legislative standards of practice • Works according to the scope of Annual Practising Certificate • Interventions are realistic and based on best practice • Uses standard measurement tools and equipment as set down by departmental or professional protocols • Documentation is timely, clear, concise, and accurate

<p>Collaborate with patients to set realistic, patient-centred outcomes</p> <p>Maintain confidentiality of patient information and documentation</p> <p>Adhere to SDHB's documentation standards</p> <p>Culturally Sensitive Practice</p>	<ul style="list-style-type: none"> Assists patients to gain appropriate support and representation which reflects their cultural needs and preferences. Practises in a culturally safe manner
<p>Professional Responsibilities</p> <p>Working in a collegial manner</p>	
<p>Contribute to the support and education of colleagues and students to enhance development of the profession</p> <p>Participate in and contribute to the functioning of the team</p> <p>Establish and maintain an effective working relationship with other staff</p>	<ul style="list-style-type: none"> Formal and informal systems in place for supporting colleagues Supervision records for students Participate as a team member to ensure the best outcomes for patients/ people
<p>Key Accountabilities</p> <p>Evidence based practice & research, Time management</p>	
<p>Consistently refer to and relate practice to literature and research</p> <p>Critique, discuss and disseminate evidence based best practice</p> <p>Reflect on and evaluate the effectiveness of own practice</p> <p>Manage own time adopting a disciplined approach to establishing and following identified role-related priorities</p>	<ul style="list-style-type: none"> Implementation of evidence-based best practice procedures and guidelines Updates knowledge related to best practice guidelines and area of practice Professional portfolio or participation in an approved CPD programme (as per professional requirements) Tasks are scheduled and completed in a timely manner
<p>Quality Improvement</p>	
<p>Maintain professional and Organisational quality standards</p> <p>Continually seek to identify quality improvement opportunities in order to perform role in an effective and efficient manner</p>	<ul style="list-style-type: none"> Performance aligns with appropriate quality audit standards, Organisational requirements, and professional standards
<p>Other Duties</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> <p>Act as a role model for the Southern DHB Organisational Values.</p>	<ul style="list-style-type: none"> You respond positively to requests for assistance in own and other areas, demonstrating adaptability and willingness. You produce work that complies with SDHB processes and reflects best practice. Research undertaken is robust and well considered. Live and support the DHB values in everything you do.
<p>Living Southern DHB Values</p>	
<p>Proactively demonstrating Southern DHB values in all aspects of the role.</p>	<ul style="list-style-type: none"> Demonstrates behaviours that we want to see from each other, at our best. Contributes positively to a culture of appreciation, a learning culture, where people feel safe to speak up. Contributes positively to team and other initiatives that seek to improve patient and whanau experiences and/or staffs experience of working.
<p>Health, Safety and Wellbeing</p>	
<p>Taking all practicable steps to ensure personal safety and the safety of others while at work, in accordance with the</p>	<ul style="list-style-type: none"> You understand and consistently meet your obligations under Southern DHB's Health and Safety policy/procedures.

<p>Southern DHB's Health, Safety and Wellbeing policies, procedures and systems.</p>	<ul style="list-style-type: none"> You actively encourage and challenge your peers to work in a safe manner. Effort is made to strive for best practice in Health and Safety at all times.
Professional Development – self	
<ul style="list-style-type: none"> Develop and maintain professional competency Appraisal, peer review, observed practice or other professional audits as applicable Develop both personally and professionally to meet the changing needs of your career and profession 	<ul style="list-style-type: none"> Holds current registration where applicable or as required Maintains an up-to-date professional development, development goals are identified/agreed with your manager. Performance objectives reviewed annually with your manager. You actively seek feedback and accept constructive criticism.
Te Tiriti o Waitangi	
<p>The principles of Te Tiriti, as articulated by the courts and the Waitangi Tribunal, underpin the Ministry's commitment to Te Tiriti. Tino rangatiratanga, Equity, Active protection, Options and Partnership will guide your interaction with others on a day to day basis.</p>	<ul style="list-style-type: none"> Tino rangatiratanga - Providing for Māori self-determination and mana motuhake in the design, delivery and monitoring of health and disability services. Equity - Being committed to achieving equitable health outcomes for Māori. Active protection - Acting to the fullest extent practicable to achieve equitable health outcomes for Māori. This includes ensuring that the Crown, its agents and its Treaty partner under Te Tiriti are well informed on the extent, and nature, of both Māori health outcomes and efforts to achieve Māori health equity. Options - Providing for and properly resourcing kaupapa Māori health and disability services. Furthermore, the Crown is obliged to ensure that all health and disability services are provided in a culturally appropriate way that recognises and supports the expression of hauora Māori models of care. Partnership - Working in partnership with Māori in the governance, design, delivery and monitoring of health and disability services – Māori must be co-designers, with the Crown, of the primary health system for Māori.

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