

Position Description | Te whakaturanga ō mahi

Te Whatu Ora | Health New Zealand

Title	Bariatric Care Project Coordinator			
Reports to	Practice Development Unit (PDU) Manager			
Location	Dunedin			
Department	PDU			
Direct Reports	Nil		Total FTE	
Budget Size	Opex	N/A	Capex	N/A
Delegated Authority	HR	N/A	Finance	N/A
Date	January 2023			
Job band (indicative)	PSA Allied, Public health & Technical Multi-Employer Collective Agreement, or Nursing Collective Agreement			

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well
3. Everyone will have equal access to high quality emergency and specialist care when they need it
4. Digital services will provide more people the care they need in their homes and communities
5. Health and care workers will be valued and well-trained for the future health system

Te Mauri o Rongo – The New Zealand Health Charter (to be confirmed)

Te Mauri o Rongo is currently being finalised – this section provides an overview of anticipated content. In order to guide the culture, values, and behaviour expected of the health sector, Health New Te Mauri o Rongo provides common values, principles and behaviours through four Pou, to guide health entities and their workers, enabling a cultural transformation of the health sector. Te Mauri o Rongo fundamentally upholds a key system shift of the New Zealand health reforms to reinforce and embrace Te Tiriti and our obligations to it.

The pou are a platform and a foundation to empower a culture transformation, every person is guided to align themselves to the pou and enact the values and behaviours that the pou

represent. Employers and employees are expected to uphold Te Mauri o Rongo in their work and environments as part of our commitment to achieving Pae Ora (healthy futures) for all.

It is fundamental that the four Pou of Te Mauri o Rongo are upheld by the health entities and their workforce.

Wairuatanga	The ability to work with heart	<i>“When we come to work, we are able and supported by others to be our whole selves. When we return home we are fulfilled”.</i>
Rangatiratanga	Ensuring that the health system has leaders at all levels who are here to serve	<i>“As organisations we support our people to lead. We will know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all”</i>
Whanaungatanga	We are a team, and together a team of teams	<i>“Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe. Together we are whānaunga, we are the workforce - kaimahi hauora”</i>
Te Korowai Manaaki	Seeks to embrace and protect the workforce	<i>“The wearer of the cloak has responsibility to act/embody those values and behaviours”</i>

Bariatric Coordinator

About the role:

This fixed term role ensures the development of organisational policy, procedures and measurable systems towards a ‘business as usual’ framework for coordinated safe and respectful care of patients of larger size.

Purpose of the role:

The specific focus of this role will be to:

Develop a process to identify bariatric patients who are accessing healthcare via identified criteria

- Develop an identified infrastructure and process to coordinate individualised care planning for complex patients to mitigate risk to both patients and staff looking at the patient journey
- Review and critique current education programs available for staff to support holistic care of the bariatric patient and address potential stigma and bias in relation to patient care. Make recommendations for implementation of an education program within the organisation.
- Develop a process that enhances the provision and accessibility of required equipment. This includes enabling appropriate storage, and developing tracking system (e.g., location, timeframe, usage data)
- Identify an infrastructure to support ongoing education through a champion role
- Improve staff awareness of the risk associated with moving and handling bariatric patients, and what best practice is (i.e., integrate into training +/- other methods).

Key Result Area	Expected Outcomes / Performance Indicators – All Te Whatu Ora Leaders
Te Tiriti o Waitangi	<ul style="list-style-type: none"> Remains focused on the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori Supports tangata whenua- and mana whenua-led change to deliver mana motuhake and Māori self-determination in the design, delivery and monitoring of health care Actively supports kaimahi Māori by improving attraction, recruitment, retention, development, and leadership
Equity	<ul style="list-style-type: none"> Commits to helping all people achieve equitable health outcomes Demonstrates awareness of colonisation and power relationships Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery Willingness to personally take a stand for equity Supports Māori-led and Pacific-led responses
Culture and People Leadership	<ul style="list-style-type: none"> Lead, nurture and develop our team to make them feel valued Prioritise developing individuals and the team so Te Whatu Ora has enough of the right skills for the future, supporting diversity of leadership to develop – Māori, Pacific, people with disabilities and others Provides leadership that shows commitment, urgency and is visibly open, clear and innovative whilst building mutually beneficial partnerships with various stakeholders both internally and externally Implement and maintain People & Culture strategies and processes that support provide an environment where employee experience, development and performance management drive achievement of the organisation’s strategic and business goals Ensures Business Unit culture develops in line with expectations outlined in Te Mauri o Rongo (the Health Charter, once developed), ensuring unification of diverse teams whilst simultaneously supporting local cultures to be retained & strengthened
Innovation & Improvement	<ul style="list-style-type: none"> Be open to new ideas and create a culture where individuals at all levels bring their ideas on how to ‘do it better’ to the table Model an agile approach –tries new approaches, learns quickly, adapts fast Develops and maintains appropriate external networks to support current knowledge of leading practices
Collaboration and Relationship Management	<ul style="list-style-type: none"> Models good team player behaviour, working with colleagues to not allow silo thinking and behaviour at decision making level to get in the way of doing our best and collegially supports others to do the same Work with peers in Te Aka Whai Ora Māori Health Authority and Pacific Health Business Unit to ensure the voice of and direct

	aspirations of Māori and Pacific People are reflected in planning and delivery of services
Health & safety	<ul style="list-style-type: none"> Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives Taking all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes Lead, champion, and promote continual improvement in health and wellbeing to create a healthy and safe culture
Compliance and Risk	<ul style="list-style-type: none"> Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware

KEY RESULT AREAS

Clinical Practice/ Te Mahi Haumanu	
<p>Legislative requirements</p> <ul style="list-style-type: none"> Practise in accordance with relevant legislation, codes, policies etc. and upholds consumer rights Uphold professional code of ethics <p>Evidence-based practice and research</p> <ul style="list-style-type: none"> Consistently refer to and relate practice to literature and research Critique, discuss and disseminate evidence based best practice Reflect on and evaluate the effectiveness of own practice Facilitates/initiates inter-service collaboration and promotes integrated care between secondary and primary services to improve patient care Networks nationally and internationally to identify and implement bariatric care changes in speciality practice 	<ul style="list-style-type: none"> You adhere to professional and legislative standards of practice You work according to the scope of your Annual Practising Certificate You implement evidence-based best practice procedures and guidelines You update your knowledge related to best practice guidelines and area of practice You maintain a professional portfolio or participate in an approved CPD programme (as per professional requirements)

Teaching & Learning // Ako Atu, Ako Mai

Of Self

- Develop both personally and professionally to meet the changing needs of your career and profession
- Reflect on and evaluate the effectiveness of own practice
- Develop and maintain professional competency
- Appraisal, peer review, observed practice or other professional audits as applicable

Of Others

- Collaborates in the development of education programmes related to the area of specialty knowledge and skill.
- Develops professional networks locally, nationally and internationally to maintain current knowledge of trends and developments in specialty area
- Participates in collaborative educational networks to meet professional and service needs
- Shares specialist knowledge and skills in formal and informal education activities and ensures that staff are supported in their development of culturally safe practice.
- Acts as a resource person for health professionals.
- Collaborates with Educators and line managers to identify staff training needs and to develop an educational plan to address these needs

- You have formal and informal systems in place for supporting colleagues
- You implement evidence-based best practice procedures and guidelines
- You update your knowledge related to best practice guidelines and area of practice
- You maintain a professional portfolio or participate in an approved CPD programme (as per professional requirements)
- You hold current registration where applicable or as required
- You maintain an up-to-date professional development plan
- Participates in the educational plan for the specialty
- Participates in forums where relevant to area of practice
- Colleagues are informed of relevant professional trends and issues
- Assists in evaluating educational programmes offered that focus on the area of specialty practice to ensure content is evidence based and reflective of current thinking
Staff are kept informed of relevant evidence based practice and issues, including ethical issues

Leadership and Management/ Te Ārahi me te Whakahaere

- Attends and contributes to relevant department, clinical and team meetings, leading and facilitating such meetings as requested
- Establish and maintain an effective working relationship with other staff

Time management

- Manage own time adopting a disciplined approach to establishing and following identified role-related priorities
- Takes the leadership role through both direct and indirect patient/consumer care delivery
- Provides leadership for the specialty service and consultation to a broad range of hospital, community and professional groups to achieve positive outcomes for patient or population group
- Supports a culture of evaluation and the ongoing quality improvement of bariatric care practice
- Is actively involved in professional activities such as research, scholarship and policy development at both a local and national level
- Leads system change to improve health outcomes through evidence based practice
- Participates in clinical governance activities
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- You have formal and informal systems in place for supporting colleagues
- You participate as a team member to ensure the best outcomes for patients/ people
- Your tasks are scheduled and completed in a timely manner
-

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 other AH professionals.
- Participates in quality improvement activities to develop and improve service delivery, clinical practice or professional standards. This may include care pathways / treatment protocols, standards of practice etc.

- Active participation in department quality and service developments.
- Establishes working partnerships with external organisations to promote integrated working
 - Information is communicated to staff within Southern DHB to maximise the benefit for the patient/consumer and organisation

<ul style="list-style-type: none"> • Develops and /or participates in regional / sub regional professional networks as appropriate to area of work. • Practises in a way that utilises resources in the most cost-effective manner, including inter-disciplinary and transdisciplinary practice • Relevant related research is read, critiqued and discussed as a means of supporting the development of quality bariatric care practice • Demonstrates ability to interpret and implement research findings relevant to area of specialty practice 	
Other Duties	
<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"> • You respond positively to requests for assistance in own and other areas, demonstrating adaptability and willingness. • You produce work that complies with Te Whatu Ora- Southern processes and reflects best practice. • Research undertaken is robust and well considered.
Professional Development – self	
<p>Identifying areas for personal and professional development.</p>	<ul style="list-style-type: none"> • Training and development goals are identified/agreed with your manager. • Performance objectives reviewed annually with your manager. • You actively seek feedback and accept constructive criticism.

Key Relationships

External	Internal
<ul style="list-style-type: none"> • Clients, patients, families, whanau and caregivers • Tertiary training institutions (polytechnics and Universities) • Unions 	<ul style="list-style-type: none"> • AHS&T/ Nursing/Midwifery/Medical staff • AHS&T Professional Leaders (PLs), Directors of Nursing and Midwifery, Medical Directors • Moving and Handling Coordinators • Service/Unit/Charge Nurse Managers

- Health care providers
- National Specialty groups
- Other service providers
- Educators
- Bariatric Care working group
- Occupational Health and Safety
- Short term loan service
- Māori Health team
- Other staff as relevant

About you – to succeed in this role

You will have

Essential:

- Must be registered nurse or registered AHS&T professional
- Holds a current annual practicing certificate
- Must have a minimum of five years clinical experience as a registered nurse or AHS&T professional, of which at least three must be current
- Holds a relevant portfolio that demonstrates appropriate preparation for the role
- Experience in implementing Te Tiriti o Waitangi in action
- Excellent group facilitation skills and history of a collaborative team approach
- Advanced communication techniques such as conflict resolution, diffusion and mediation skills
- Knowledge of and demonstrates use of adult teaching and learning principles
- Confidence to accept responsibility and to act with authority and independence within delegated responsibilities
- A reasonable level of fitness is required to cope with the demanding physical requirements of the job. The following denote the key physical requirements for the position: standing, walking, bending, sitting, stairs, simple grasping, fine manipulation, operating machinery/equipment, lifting, overhead reaching, carrying, pushing/pulling, twisting, climbing/balancing, crouching/squatting, manual handling of people, other reaching and ability to participate in personal restraint if required.

Desired:

- Proven clinical credibility in speciality
- Innovative and flexible with positive and problem solving approach in all situations
- Is a critical consumer of research and embraces evidenced based practice when carrying out any task/function

You will be able to Essential:

- Demonstrate an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role
- Take care of own physical and mental wellbeing, and have the stamina needed to go the distance
- Able to maximise the quality and contributions of individuals and teams to achieve the organisation's vision, purpose and goals
- Establish and maintain positive working relationships with people at all levels within the public and private sectors, related industry and community interest groups and the wider national and international communities
- Demonstrate a strong drive to deliver and take personal responsibility
- Demonstrate self-awareness of your impact on people and invests in your own leadership practice to continuously grow and improve
- Demonstrate the highest standards of personal, professional and institutional behaviour through commitment, loyalty and integrity
- Have ability to 'work together' in a collaborative manner.
- Have ability to 'work smarter' by being innovative and proactive
- Accept responsibility for actions
- Be prepared to undertake other duties as reasonably requested by line manager

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Acknowledged / Accepted

Employee

Date

Manager

Date