

Position Description | Te whakaturanga ō mahi Health New Zealand | Te Whatu Ora

Title	Occupational Therapist		
Reports to	Operationally: Unit Manager, Professionally: Professional Leader, Occupational Therapy		
Location	Southland		
Department	Therapies		
Direct Reports	NA	Total FTE	Full-Time
Budget Size	Opex	N/A	Capex
Delegated Authority	HR	N/A	Finance
Date	December 2024		
Job band (indicative)	Single-Employer 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

The foundation for how we ensure our people are empowered, safe and supported while working to deliver a successful healthcare system, is Te Mauri o Rongo – the New Zealand Health Charter. It guides all of us as we work towards a healthcare system that is more responsive to the needs of, and accessible to all people in Aotearoa New Zealand.

It applies to everyone in our organisation and sits alongside our code of conduct as our guiding document.

Te Mauri o Rongo consists of four pou (pillars) within it, including:

Wairuatanga – working with heart, the strong sense of purpose and commitment to service that health workers bring to their mahi.

Rangatiratanga – 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.

Whanaungatanga – we are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe.

Te Korowai Āhuru – a cloak which seeks to provide safety and comfort to the workforce.

These values underpin how we relate to each other as we serve our whānau and communities.

Together we will do this by:

- caring for the people
- recognising, supporting and valuing our people and the work we all do
- working together to design and deliver services, and
- defining the competencies and behaviours we expect from everyone.

About the role

This role provides safe and clinically/public health effective assessment and intervention, with a focus on the development of more in-depth knowledge and skills. This position is suited for clinicians in their third year of practice onwards.

This position is part of the wider Therapies team at Southland Hospital, who work across a range of service areas including inpatient acute & rehabilitation, and community occupational therapy. This role involves serving a diverse community, age groups, & conditions. Responsiveness to service need is central to this position, as well as a strong understanding of optimising patient outcomes in the acute, rehabilitation, and community settings.

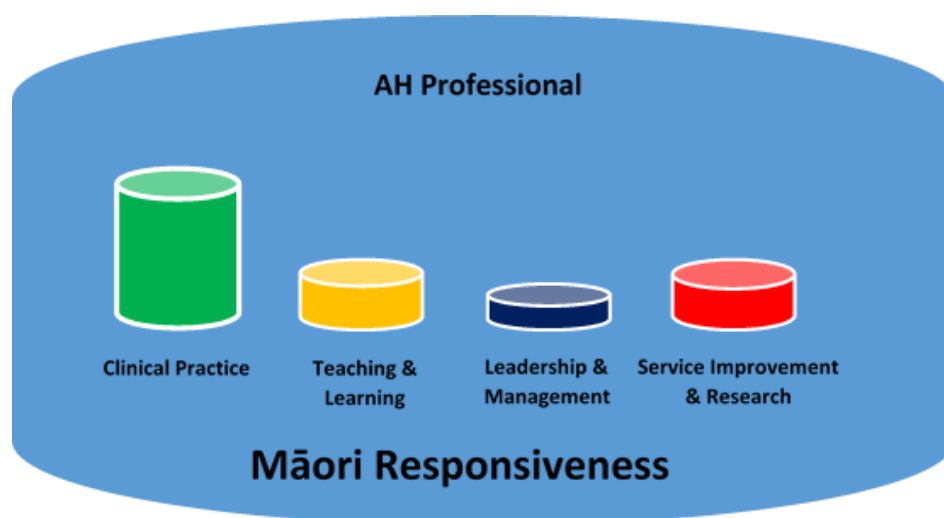
Purpose of the role

Allied Health, Public Health, Scientific and Technical professionals work in teams providing a range of diagnostic, technical, therapeutic, direct patient care and support services that are critical to the other health professionals they work with and the communities they serve. This includes health professionals working to improve, promote and protect the wellbeing of the population.

This role will work collaboratively with all health professionals as well as the wider multi-disciplinary team throughout Health New Zealand Southern in a way that is consistent with the organisation's vision and values. This includes interprofessional practice where multiple health workers from different professional backgrounds work together with patients, families, caregivers and communities to deliver the highest quality of care.

Key Result Area	Expected Outcomes / Performance Indicators
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. • Shows a willingness to personally take a stand for equity. • Supports Māori-led and Pacific-led responses.
Innovation & Improvement	<ul style="list-style-type: none"> • Is 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. • Models 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. • Works with peers in Hauora Māori Service 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. • Takes 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. • Leads, champions, and promotes 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.

PILLARS OF PRACTICE: As an Allied Health Professional you have opportunities for progression within the Te Waipounamu Allied and Public Health Career Framework / Te Anga Mahi Hauora Haumime Hauora-a-iwi. Your Health New Zealand Southern pillars of professional practice are described below. Figure 1 indicates the different amounts of time and focus are spent on the four pillars.



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>Assessments and interventions (if appropriate to profession)</p> <ul style="list-style-type: none"> • 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. • Collaborate with patients-populations to set realistic, person-centred outcomes. <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. 	<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. • Your interventions are realistic and based on best practice. • You use standard measurement tools and equipment as set down by departmental or professional protocols. • Your documentation is timely, clear, concise and accurate. • You assist others to gain appropriate support and representation which reflects their cultural needs and preferences. • 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).

<p>Documentation</p> <ul style="list-style-type: none"> • Maintain confidentiality of patient information and documentation. • Adhere to Health New Zealand’s documentation standards. 	
<p>Teaching & Learning / Ako Atu, Ako Mai</p>	
<p>Of Self</p> <ul style="list-style-type: none"> • 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. <p>Of Others</p> <ul style="list-style-type: none"> • Contribute to the support and education of colleagues and students to enhance development of the profession. • Consistently refer to and relate practice to literature and research. • Critique, discuss and disseminate evidence based best practice. • Provides interdisciplinary education in direct clinical area, or discipline specific teaching across teams. • Maintains an awareness of current developments in the clinical areas being worked in and make recommendations to changes in practice. • Be involved in the induction and training of newly appointed staff as required. • Provides mentoring and clinical support and / or professional supervision where required. 	<ul style="list-style-type: none"> • You have formal and informal systems in place for supporting colleagues. • You maintain supervision records for students. • You participate as a team member to ensure the best outcomes for patients / people. • Your tasks are scheduled and completed on a timely manner. • You use recognised skill sharing processes such as the Calderdale framework to delegate parts of your practice to the other team members.

Leadership and Management/ Te Ārahi me te Whakahaere	
<ul style="list-style-type: none"> • Participate in and contribute to the functioning of the interprofessional team. • 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. <p>Time management</p> <ul style="list-style-type: none"> • Manage own time adopting a disciplined approach to establishing and following identified role-related priorities. <p>Skill Sharing</p> <ul style="list-style-type: none"> • Share skills (as appropriate) with other health professionals and unregulated (assistant) workforces to enhance person centred outcomes. 	<ul style="list-style-type: none"> • You have formal and informal systems in place for supporting colleagues. • You maintain supervision records for students. • You participate as a team member to ensure the best outcomes for patients/ people. • Your tasks are scheduled and completed in a timely manner. • You use recognised skill sharing processes such as the Calderdale framework to delegate parts of your practice to other team members.
Service Improvement and Research / Te Whakapai Ratonga me te Rangahau	
<ul style="list-style-type: none"> • 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. • Develops and /or participates in regional / sub regional professional networks as appropriate to area of work. • Contributes to annual planning process, including identifying gaps in service and participating in work / projects that may result from the planning process. • Practises in a way that utilises resources in the most cost-effective manner, including inter-disciplinary and transdisciplinary practice. 	<ul style="list-style-type: none"> • Active participation in department quality and service developments. • Establishes working partnerships with external organisations to promote integrated working. • Participate in workforce redesign programmes e.g. Calderdale Framework. Undertaking duties from time to time that may be in addition to those outlined above but which fall within your capabilities and experience.
Other Duties	
<ul style="list-style-type: none"> • Participate in workforce redesign programmes e.g. Calderdale Framework. Undertaking duties from time to time that may be in addition to those outlined above but which fall within your capabilities and experience. 	<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 Health New Zealand's processes and reflects best practice.

	<ul style="list-style-type: none"> • Research undertaken is robust and well considered.
Professional Development – self	
<ul style="list-style-type: none"> • Identifying areas for personal and professional development. 	<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.

Relationships

External	Internal
<ul style="list-style-type: none"> • Clients, patients, families, whanau and caregivers • Services from the community, funding bodies, student or intern clinical liaison staff • Primary care - GPs, other medical staff • Relevant professional organisations • Other service providers 	<ul style="list-style-type: none"> • AHS&T Professional Leaders (PLs) • Multidisciplinary colleagues working in interprofessional ways • Operational manager • AHST Professional Development Facilitator • Administration staff

About you – to succeed in this role

You will have

Essential:

- A relevant graduate and post-graduate qualification.
- Experience in implementing Te Tiriti o Waitangi in action.
- A minimum of 3 years clinical experience, including inpatient experience.
- Registration with the Occupational Therapy Board of New Zealand in accordance with the HPCA Act 2004 and possess a current Practising Certificate
- Actively participate in the Occupational Therapy Board of New Zealand’s re-certification programme and Southern’s Credentialing Review process
- Must be eligible to work in New Zealand or have a work visa/permit
- Possess a full and current NZ Driver’s licence
- Be prepared to work towards accreditation as an Assessor for the Equipment Management Service

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.
- 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.
- Organisational, time management and clinical priority-setting skills
- Computer literacy: Office 365
- Facilitate appropriate and high-quality occupational therapy management of inpatients, outpatients and community patients where designated
- Good interpersonal and communication skills
- Work actively and co-operatively in an inter-professional team and liaise appropriately with relevant health care professionals
- Prescribe mobility aids and equipment (including wheelchairs) within the parameters of departmental provision guidelines, and complete Equipment Management Service processes in a timely manner.
- Prepare progress and discharge reports to meet service and ACC requirements
- Assist in the support and mentoring of students and Allied Health Assistants as required
- Assist with cover for workload in other areas as directed
- Perform other duties relevant to the position as required
- Base knowledge of first aid and willingness to participate in annual CPR training.
- Experience with student and staff clinical supervision

Desired

- Be an Accredited Assessor for the Equipment Management Service as appropriate.
- Experience in a hospital setting that includes inpatient and/or outpatient experience is desirable.

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

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Employee

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Date

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Manager

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Date