

Position Description | Te whakaturanga ō mahi

Te Whatu Ora | Health New Zealand

Title	Orthoptist		
Reports to	Operationally: Unit Manager/Service Manager Ophthalmology Professionally: Allied Health Director; Surgical Directorate		
Location	Dunedin		
Department	Ophthalmology		
Direct Reports	Nil	Total FTE	Full time Negotiable
Budget Size		Capex	
Delegated Authority	HR	Level 5	Finance Level 5
Date	April 2025		
Job band (indicative)	Multi-Employer Collective Agreement Degree-based Allied, Public Health & Technical Pay Scale		

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

In order to guide the culture, values and behaviour expected of the health sector, 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>

About the role

The primary purpose of the role is to:

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.

This role will work collaboratively with all health professionals as well as the wider multi-disciplinary team throughout the Health NZ Southern 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.

Key Result Area	Expected Outcomes / Performance Indicators – Position Specific
Legislative requirements	<ul style="list-style-type: none"> Practise in accordance with relevant legislation, codes, policies etc. and upholds consumer rights Uphold professional code of ethics
	Examples
	<ul style="list-style-type: none"> Adheres to professional and legislative standards of practice Works according to the scope of Annual Practising Certificate
Assessments, treatment and interventions	<ul style="list-style-type: none"> Undertake accurate and comprehensive assessments and evaluations Plan and implement appropriate interventions or treatments Provide relevant education including possible treatment options and alternatives in a format that can be clearly understood Collaborate with patients to set realistic, patient-centred goals
	Examples
	<ul style="list-style-type: none"> Treatment plans are realistic and based on best practice Uses standard measurement tools and equipment as set down by departmental or professional protocols
Documentation	<ul style="list-style-type: none"> Maintain confidentiality of patient information and documentation Adhere to the Health Record Documentation Standards.docx
	Examples
	<ul style="list-style-type: none"> Documentation is timely, clear, concise and accurate

Culturally sensitive practice	<ul style="list-style-type: none"> Practice in a culturally safe manner Examples <ul style="list-style-type: none"> Assists patients to gain appropriate support and representation which reflects their cultural needs and preferences
Working in a collegial manner	<ul style="list-style-type: none"> Contribute to the support and education of colleagues and students to enhance development of the profession Overseeing other staff and students as necessary
	Examples <ul style="list-style-type: none"> Formal and informal systems in place for supporting colleagues Supervision records Student evaluation records
Evidence-based practice and research	<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
	Examples <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
Time management	<ul style="list-style-type: none"> Manage own time adopting a disciplined approach to establishing and following identified role-related priorities
	Examples <ul style="list-style-type: none"> Tasks are scheduled and completed in a timely manner
Maintaining Professional Competencies	
Professional development	<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 own career and profession
	Examples <ul style="list-style-type: none"> Holds current registration where applicable or as required Maintains an up-to-date professional development plan
Organisational Competencies	
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 Willingness to personally take a stand for equity Supports Māori-led and Pacific-led responses

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.
Quality and Performance	<ul style="list-style-type: none"> Maintain professional and organisational quality standards. Ensure delivered work is planned, delivered, and implemented consistently against quality standards. Continuously identify improvement opportunities to perform job in most. Investigate opportunities to achieve goals in a more efficient way.

Matters which must be referred to the Line Manager

- Risk and Health and Safety matters
- Financial matters
- Compliance risk
- Human Resource matters

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 Operational manager AHS&T professional development facilitator Administration staff

About you – to succeed in this role

You will have

Essential:

- Must have a Bachelor Degree of Applied Sciences (Orthoptics) or equivalent or a Diploma of British Orthoptic Board (DBO)
- Must be a member of, or be eligible for membership with the New Zealand Orthoptic Society Inc. (NZOSI), or other International Orthoptic Society and maintain membership throughout their employment with the Southern DHB

- Must maintain a continuing education record and actively participate in the relevant Continuing Competency Programme
- Must be eligible to work in New Zealand or have a work visa/permit

Role specific requirements

This position involves the orthoptic assessment, diagnosis and treatment of adult and paediatric patients seen within the Ophthalmology service. It is primarily located at Dunedin Hospital but may involve some travel into the community.

The Orthoptist will:

- Work across the continuum of patient care to allow for skill development and sustained, high quality orthoptic service provision to the people of Otago
- Work actively and co-operatively in a multi-disciplinary team and liaise appropriately with relevant health care professionals
- Be responsible for some psychophysical testing including visual field testing on Goldmann and Humphrey Field Analysers
- Support general functions of the clinic, such as finalising preadmissions, dealing with phone calls to the department, confirming paediatric appointments for future clinics, audits
- Ensure day-to-day maintenance and cleaning of related equipment
- Provide undergraduate and postgraduate teaching and support to health professionals as required, including but not exclusive to: departmental nursing and technical staff, postgraduate students/Registrars
- Perform other duties relevant to the position as required

You will be able to

Essential:

- A high level of interpersonal and communication skills
- Measuring visual acuity in children using the most appropriate vision chart for age/development (Cardiff Cards, Snellen, Kay pictures, Letter matching test etc)
- Performing full orthoptic assessment of squint, ocular motility and BSV on children and adults, using cover test, prisms, synoptophore, BSV tests, Hess, Field of BSV etc
- Initiate and supervise patching treatments for amblyopia
- Initiate and supervise Fresnel prism treatment for diplopia
- Assess RAPD, ptosis, anisocoria, saccades and smooth pursuit, and colour vision
- Measuring IOP with iCare in children
- Instilling dilating drops and providing parents with necessary verbal information
- Be able or willing to learn operating OCT, fundal photography and biometric equipment, and other diagnostic equipment as required.

Experience/knowledge

- Minimum 2 years' experience in a hospital ophthalmic department as an orthoptist
- Ability to work in a supportive and honest manner
- Ability to motivate others
- Able to gain peer credibility and respect
- Accept responsibility for own actions
- Possess the ability to problem solve and demonstrate initiative

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: **Leanne Brayshaw**

Date:

Service Manager Ophthalmology