

Allied Health Role Description

Position:	Social Worker
Responsible to:	OPRS Community Team Leader
Professional accountability to:	Professional Leader Social Worker

Hutt Valley DHB Vision:	Whanau Ora ki te Awakairangi Healthy people, healthy families and healthy communities are so interlinked that it is impossible to identify which one comes first and then leads to another.
-------------------------	--

Hutt Valley DHB Mission: Working together for health and wellbeing
Our mission demonstrates the Hutt Valley DHB's commitment to a cooperative way of working. This includes staff working cooperatively, working in collaboration with the people and organisations we fund, working with organisations from other sectors and working within our community.

Hutt Valley DHB Values: 'Can do' – leading, innovating and acting courageously; Working together with passion, energy and commitment; Trust through openness, honesty respect and integrity; Striving for excellence.

Context

Hutt Valley DHB

The Hutt Valley District Health Board (DHB) is a hospital and health provider in the Hutt Valley, located 20minutes from Wellington.

Hutt Valley DHB provides secondary and tertiary, medical and surgical hospital

services along-side community based health care. The main facility is Hutt Hospital in Lower Hutt, which has 260 beds. Hutt Valley DHB funds local health providers and works collaboratively with the community to create and support multiple health education initiatives and projects within the region.

Collectively, joint services provided across the three DHBs are referred to as 3DHB in this role description.

Role Perspective

Service description

Older Persons and Rehabilitation (OPRS) Services are offered to people aged 16 and over in an outpatient and community setting.

The Community OPRS service provides specialized allied health, medical and nursing interventions including:

- Comprehensive assessment, treatment and specialist rehabilitation (if required) for people with physical disabilities and/or sensory impairment.
- Provision of assessment, treatment and rehabilitation (if appropriate) for older people with complex needs
- Working with the person and their family/whanau in identifying appropriate goals and providing education, support and interventions aimed at reversing or minimizing impairment and self –managing their ongoing health and disability issues.
- Providing accredited Equipment Assessments on behalf of Enable NZ

Clinical specialty/area

The OPRS community team social worker works with people living in the Hutt Valley DHB catchment area. As well as offering home visits, social workers will also see clients/whanau at the hospital.

The social worker will work individually and alongside his/her interdisciplinary team colleagues (including an allied health assistant). Clients will have a range of health conditions and disabilities including stroke and progressive neurological conditions.

The role may include working with clients whose intervention is funded by ACC as well as those funded by the DHB and Ministry of Health.

Clinical specialty/area

To effectively meet the needs of clients/whanau the social worker will have knowledge and skills in;

- Completing comprehensive psychosocial assessments, identifying strengths, risks and enablers in the client's situation
- Identifying the beliefs, emotional and psychological issues, whanau and wider systems that may prevent or support recovery
- Recognizing and meeting the needs of informal carers in order to support their health and wellbeing

- Assisting the client/whanau to manage the impact of a diagnosis and/or long term condition and remain engaged in rehabilitation and recovery.
- Using supportive counselling to help people manage issues of grief, loss and adjustment
- Developing relationships with community/other healthcare providers in order to connect clients to appropriate support
- The legislation pertaining to family violence, protection of vulnerable adults etc
- Meeting facilitation
- Promoting the social work role as part of an interdisciplinary team and the developing primary-secondary arena.

Purpose of the role

A **social worker** (third year of practice onwards) provides safe and clinically effective patient/client assessment and intervention, within a specific clinical area with a development of more in depth knowledge and skills.

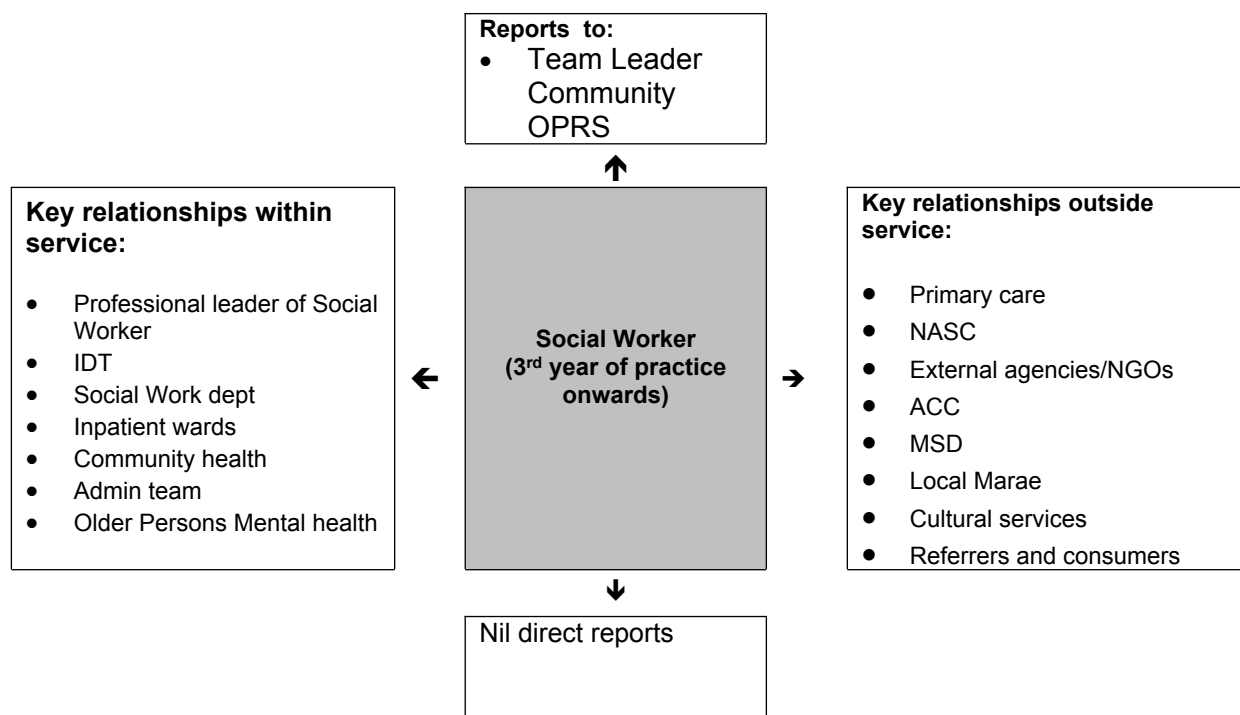
Key Accountabilities

Key Accountability	Deliverables / Outcomes
Clinical Practice	<p>Takes legal and professional responsibility for managing own caseload of patients / clients with increasing complexity and be able to independently adapt and make decisions regarding social work intervention.</p> <p>Utilises information available to prioritise patients/clients to enable appropriate allocation of referrals and workload, with staff in the team.</p> <p>Carries out comprehensive assessment with patients (and whānau where appropriate) This may include use of standardised assessments to assist in assessment and intervention planning.</p> <p>Formulates and delivers individualised social work intervention using comprehensive clinical reasoning skills and in depth knowledge of treatment approaches. This should, take into account the patient's own goals and those of the wider multidisciplinary team (MDT).</p> <p>Demonstrates effective communication, to establish a therapeutic relationship and set expectations with patients / clients, whānau and the MDT, inclusive of the wider health team and external agencies as appropriate. This includes relaying complex, sensitive and contentious information.</p> <p>Assesses the patient's understanding of assessment, interventions and goals and gain informed consent for intervention, taking into account those who lack capacity (e.g. those with cognitive difficulties).</p> <p>Regularly reassesses and evaluates the patient / client's progress against identified goals and adjust intervention as situations change.</p> <p>Develops comprehensive discharge / transfer plans as appropriate.</p>

Key Accountability	Deliverables / Outcomes
	<p>Refers on to other services to work with the patient/client towards achievement of longer term goals.</p> <p>Carries out regular clinical risk assessments for patients/ clients on own caseload and takes action to effectively manage identified risks, seeking support where appropriate. This may include assessing harm to self and/or others, elder abuse and neglect, family violence, child abuse and neglect and vulnerable adults.</p> <p>Demonstrates provision of culturally safe and bicultural practice with patients and their whānau.</p> <p>Demonstrates an awareness of health inequalities, with evidence of implementing actions within own clinical practice towards reducing these for the patient/client and/or whānau.</p> <p>Represents the service and / or individual patients/clients at clinical meetings and case conferences to ensure the delivery of a coordinated multidisciplinary service and to ensure social work is integrated into the overall intervention (where appropriate) including discharge planning.</p> <p>Completes documentation consistent with legal and organisational requirements.</p> <p>Adheres to any applicable recognised best practice for social work and any relevant clinical policies and practice guidelines.</p> <p>Provides advice, teaching and instructions to patients, carers, relatives and other professionals to promote consistency of support being delivered.</p> <p>Demonstrates awareness of local, sub-regional and regional context in relation to provision of health and social support and the impact on service provision.</p> <p>Identifies unmet needs of patients and identifies potential solutions to address these needs.</p> <p>Demonstrates an understanding of the roles of the multidisciplinary team.</p>
Teaching & Learning	<p>Maintains competency to practice through identification of learning needs and Continuing Professional Development (CPD) activities. This should comply with professional registration requirements.</p> <p>Contributes to training within the team/service.</p> <p>Supervises, educates and assesses the performance of social work students.</p> <p>Provides interdisciplinary education in direct clinical area, or discipline specific teaching across teams.</p> <p>Demonstrates the ability to critically evaluate research and apply to practice.</p> <p>Maintains an awareness of current developments in the clinical areas being worked in and make recommendations to changes in practice.</p>

Key Accountability	Deliverables / Outcomes
	<p>Involves in the induction and training of newly appointed staff as required.</p> <p>Completes mandatory training as applicable for the role.</p> <p>Participates in an annual performance review and associated clinical assurance activities.</p> <p>Participates in regular professional supervision in line with the organisations requirements and/or professional body.</p> <p>Provides mentoring and clinical support and / or professional supervision where required.</p>
Leadership & Management	<p>Attends and contributes to relevant department, clinical and team meetings, leading and facilitating such meetings as requested.</p> <p>Assists team leaders and professional leaders in clinical assurance activities of social work staff as requested.</p> <p>Directs and delegates work to allied health assistants and support staff as required in the role, ensuring that delegated tasks, documentation and communication is carried out.</p>
Service Improvement and Research	<p>Broadens research and development skills through participation in local audit and research projects as identified by team leaders, professional leaders or Advanced or Expert AH professionals.</p> <p>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.</p> <p>Develops and /or participates in regional / sub regional professional networks as appropriate to area of work.</p> <p>Establishes working partnerships with external organisations to promote integrated working.</p> <p>Contributes to annual planning process, including identifying gaps in service and participating in work / projects that may result from the planning process.</p> <p>Practises in a way that utilises resources (including staffing) in the most cost effective manner.</p> <p>Awareness of and complies with all legislative and contractual requirements as applicable to the role (e.g. Health and safety in Employment Act 1992, Privacy Act 1993, Vulnerable Children's Act 2014, Privacy Act, ACC service specifications etc.).</p>
<p>Works in other areas as identified or following a reasonable request in order to support the organisation in managing safe patient care and maintaining service delivery.</p>	

Key Relationships & Authorities



Capability Profile

Competencies

Solid performance in the role requires demonstration of the following competencies. These competencies provide a framework for selection and development.

Competency	Behaviours
Problem Solving	<ul style="list-style-type: none"> • Uses rigorous logic and methods to solve difficult problems with effective solutions • Probes all fruitful sources for answers • Can see hidden problems • Is excellent at honest analysis • Looks beyond the obvious and doesn't stop at first answers
Priority Setting	<ul style="list-style-type: none"> • Spends his/her time and the time of others on what's important • Quickly zeroes in on the critical few and puts the trivial many aside • Can quickly sense what will help or hinder in accomplishing a goal • Eliminates roadblocks • Creates focus
Interpersonal Savvy	<ul style="list-style-type: none"> • Relates well to all kinds of people – up, down, and sideways, inside and outside the organisation • Builds appropriate rapport

Competency	Behaviours
	<ul style="list-style-type: none"> • Builds constructive and effective relationships • Uses diplomacy and tact • Can diffuse even high-tension situations comfortably
Communication	<ul style="list-style-type: none"> • Practises active and attentive listening. • Explains information and gives instructions in clear and simple terms. • Willingly answers questions and concerns raised by others. • Responds in a non-defensive way when asked about errors or oversights, or when own position is challenged. • Is confident and appropriately assertive in dealing with others. • Deals effectively with conflict.
Team Work	<ul style="list-style-type: none"> • Develops constructive working relationships with other team members. • Has a friendly manner and a positive sense of humour. • Works cooperatively - willingly sharing knowledge and expertise with colleagues. • Shows flexibility - is willing to change work arrangements or take on extra tasks in the short term to help the service or team meet its commitments. • Supports in word and action decisions that have been made by the team
Self Development	<ul style="list-style-type: none"> • Personally committed to and actively works to continuously improve. • Understands that different situations and levels may call for different skills and approaches. • Works to deploy strengths. • Works on compensating for weakness and limits.

Other aspects of capability not covered by the above competencies

Knowledge and Experience:

Minimum of 2 years clinical practice.

- Experience applicable to role including a knowledge of a range of health conditions
-

Essential Professional Qualifications / Accreditations / Registrations:

NZ Registered Social Worker with current annual practicing certificate.

Member of Aotearoa New Zealand Association of Social Workers - Professional Association (desirable).

Someone well-suited to the role will place a high value on the following:

Focus on delivering high quality care for the patient/client/whānau.

Self motivated in developing clinical and professional practice.

-

Other:

A commitment and understanding of the Treaty of Waitangi (and application to health) and a willingness to work positively in improving health outcomes for Maori.

- Current full NZ driver's licence with ability to drive a manual and automatic car (required for roles based in the community or where the role may be required to work across multiple sites).
- Proficiency in Microsoft Office, Word, Outlook, PowerPoint, Internet resources and e-mail.
- A high standard of written and spoken English.

Wairarapa, Hutt Valley and Capital and Coast District Health Boards are committed to supporting the principles of Equal Employment Opportunities (EEO) through the provision and practice of equal access, consideration, and encouragement in the areas of employment, training, career development and promotion for all its employees.

The DHBs are committed to Te Tiriti o Waitangi principles of partnership, participation, equity and protection by ensuring that guidelines for employment policies and procedures are implemented in a way that recognises Māori cultural practices.

This role description will be reviewed regularly in order for it to continue to reflect the changing needs of the organisation. Any changes will be discussed with the position holder before being made. Annual objectives and performance measures will be set each year during the annual performance planning and development meeting.

Date effective: _____

Manager's signature: _____

Employee's signature: _____