

## Position Description

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| <b>Position</b>              | <b>Senior Medical Officer – up to 12 months fixed term, 0.6 FTE - 1.0 FTE</b>   |
| <b>Team / Service</b>        | Plastic Surgery   |
| <b>Subspecialty Interest</b> | General plastic surgery – there may be scope to accommodate areas of sub specialty interest   |
| <b>Directorate</b>           | Surgical Services   |
| <b>District</b>              | Capital, Coast & Hutt Valley  |
| <b>Responsible to</b>        | Clinical Head of Department – Plastic Surgery for clinical/professional oversight<br>Operations Manager – Plastics, OMF, Dental for operational issues            |
| <b>Children’s Act 2014</b>   | This position is classified as a children’s worker, requiring a safety check including police vetting before commencing and every three years.                    |
| <b>Location</b>              | This position is expected to work from Hutt Hospital, but may at times work in various hospitals across the district, including doing clinics at other hospitals. |

## Te Whatu Ora

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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

## Context

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Capital, Coast & Hutt Valley district provides hospital and health services in primary, secondary and tertiary healthcare to a total population base of approximately 445,000 citizens. The Plastic Surgery Service is a tertiary service provided at Hutt Hospital.

In 2018 Wellington the Lonely Planet voted Wellington the ‘coolest capital’ and the best city in New Zealand which has many cultural attractions.

We are accountable for meeting the needs of and improving health outcomes for all the constituent populations of our district, and the region more broadly.

Together we:

- Provide secondary and tertiary, medical and surgical hospital services alongside community based health care
- Fund local health providers and work collaboratively with the community to create and support multiple health education initiatives and projects within the region
- Deliver health services directly as well as contracting external providers
- Provide local, sub-regional, regional and national health services as well as community-based health, rehabilitation and support services.

The majority of the district's population live in Wellington and Lower Hutt. The Māori and Pacific populations of Lower Hutt and Wellington are proportionally similar, with the largest Pacific population in the region in Porirua. Kapiti and Upper Hutt have similar numbers of Māori and Pacific people. Most people are enrolled with a GP near their place of residence, so the increasing focus on community-based healthcare is expected to lead to better health outcomes for these population groups. Hutt Hospital provides secondary and some tertiary, medical and surgical hospital services alongside community based health care from its main facility in Lower Hutt City. In addition to funding local health providers and working collaboratively with the community to create and support multiple health education initiatives and projects, Hutt Hospital is the centre for five tertiary regional and sub-regional services - Plastics, Maxillofacial and Burns Services; Rheumatology; Oral Maxillo Facial Services; Regional Public Health; and Regional (Breast and Cervical) Screening Services.

Wellington Regional Hospital in Newtown is the region's main tertiary hospital with services such as complex specialist and acute procedures, intensive care, cardiac surgery, cancer care, neurosurgery and renal care. The hospital is the key tertiary referral centre for the lower half of the North Island and the upper half of the South Island.

Kenepuru Community Hospital and Kapiti Health Centre provide secondary and community services based in Porirua and the Kapiti Coast

MHAIDS is the mental health, addictions and intellectual disability service for the Wairarapa District and Capital, Coast & Hutt Valley District, with multiple specialist facilities. Ratonga Rua-o- Porirua is our forensic, rehabilitation and intellectual disability inpatient unit.

## Te Tiriti o Waitangi and Māori Health Outcomes

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Māori are the indigenous peoples of Aotearoa. We have particular responsibilities and accountabilities through this founding document of Aotearoa. We value Te Tiriti and have adopted the following four goals, developed by the Ministry of Health, each expressed in terms of mana and the principles of:

- Mana whakahaere** Effective and appropriate stewardship or kaitiakitanga over the health and disability system. This goes beyond the management of assets or resources.
- Mana motuhake** Enabling the right for Māori to be Māori (Māori self-determination); to exercise their authority over their lives, and to live on Māori terms and according to Māori philosophies, values and practices including tikanga Māori.
- Mana tāngata** Achieving equity in health and disability outcomes for Māori across the life course and contributing to Māori wellness.

**Mana Māori** Enabling Ritenga Māori (Māori customary rituals) which are framed by Te Aō Māori (the Māori world), enacted through tikanga Māori (Māori philosophy & customary practices) and encapsulated within mātauranga Māori (Māori knowledge).

We will target, plan and drive our health services to create equity of health care for Māori to attain good health and well-being, while developing partnerships with the wider social sector to support whole of system change.

## The Vision, Mission and Values from our District

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We bring forward and join our values within our district. These will change as we become a team of teams within Te Whatu Ora.

### Hutt Valley

#### 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.

#### Mission

Working together for health and wellbeing.

#### Ō mātou uara – Values

Mahi Pai 'Can do': Mahi Tahi in Partnership: Mahi Tahi Te Atawhai Tonu Always caring and Mahi Rangatira being our Best

### Capital and Coast

#### Vision

Keeping our community healthy and well

#### Mission

Together, Improve the Health and Independence of the People of the District

#### Value

Manaakitanga – Respect, caring, kindness  
Kotahitanga – Connection, unity, equity  
Rangatiratanga – Autonomy, integrity, excellence

## District Responsibility

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The district leadership have collective accountability for leading with integrity and transparency a progressive, high performing organisation, aimed at improving the health and independence of the community we serve and achieving equitable outcomes for all. The leadership team are responsible for achieving this aim, aligned with our Region, within the available resources, through a skilled, empowered, motivated and supported workforce in line with government and HNZ policy.

## Service Perspective

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The Wellington Regional Plastic Maxillo-Facial and Burn Service is based in Lower Hutt, Wellington, and provides regional services to the Capital and Coast, Wairarapa, Mid Central, Hawke's Bay, Nelson/Marlborough and Whanganui areas, serving a population of over 1 million people. The Service delivers outreach clinics in each of these areas to improve access for patients across the region. The service currently comprises around 12 plastic surgery consultants and 12 junior doctors of varying grades.

The service provides high quality care to plastic surgical patients with an extensive range of acute and elective surgical conditions. A wide range of plastic surgical procedures are provided either on site or at other hospitals, with an emphasis on providing increased access for seeing and treating patients with skin cancer.

Hutt Hospital hosts the central region’s Regional Burns Unit, one of three regional units (alongside Waikato and Christchurch) which work with the National Burns Centre in Middlemore, Auckland to deliver a National Burns Service. Pathways are in place to move patients between the national and regional units depending on patient complexity and national demand.

Consultants currently provide a 1:10 surgical on call roster and the service is implementing a new surgeon of the day model. An exciting opportunity exists with the opening of a brand new multidisciplinary local anaesthetic procedure suite to provide more consultant-led local anaesthetic hand and skin surgery.

## Purpose of the role

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This role is a fixed term appointment to support the plastic surgery service to cover parental leave and while we await the commencement of permanent appointments. The role will have a general focus with potential for subspecialty interest to be accommodated (FTE and service needs permitting).

The monthly timetable will include subspecialty clinics in skin, including “see and treat” clinics, as well as clinics to support the general plastic surgery work load. There will likely be a requirement to attend a monthly out of town clinic in a regional hospital (see above for regions).

Operative access for elective care is balanced with planned acute and trauma lists. Operating lists will be distributed across main theatres and the newly opened local anaesthetic procedure suite. The role will contribute to the on call roster and the developing surgeon of the day model of care.

The individual will support and lead junior medical staff, take an active role in interdisciplinary team education, participate in a bi-monthly burns MDT, and actively support and utilise nurse specialist role/s as appropriate. They will actively participate in quality improvement, clinical audit activities and service development meetings and initiatives.

## Key Accountabilities

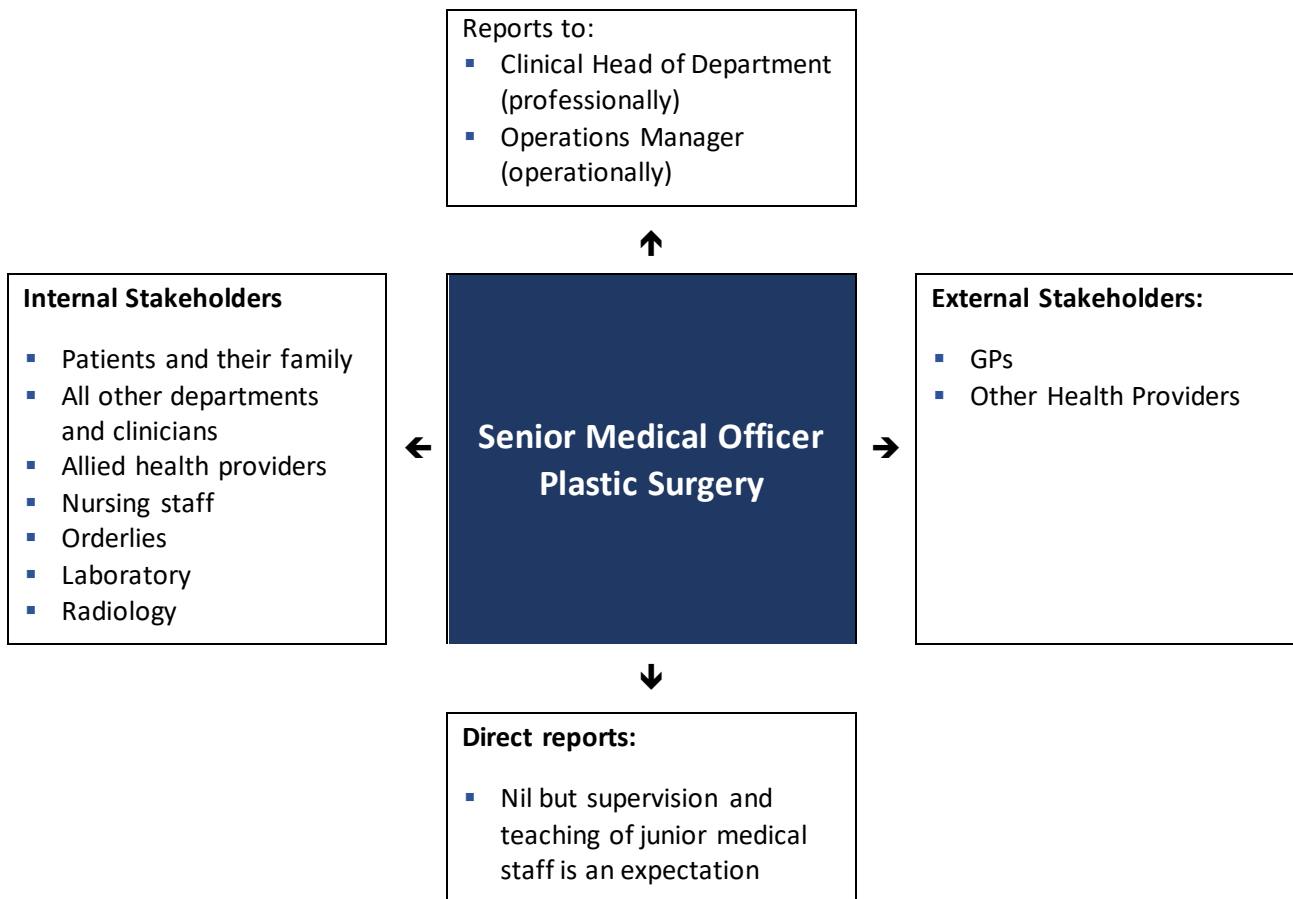
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The following role accountabilities may evolve with organisational change and there may be additional duties, relevant to this position that will be required to be performed from time to time.

| Key accountabilities                     | Deliverables / Outcomes   |
|--|---|
| 1. Technical outcomes / accountabilities | <ul style="list-style-type: none"> <li>▪ Relates well to all kinds of people – inside and outside the organisation</li> <li>▪ Builds appropriate rapport</li> <li>▪ Builds constructive and effective relationships</li> <li>▪ Uses diplomacy and tact</li> <li>▪ Can diffuse even high-tension situations comfortably</li> </ul>   |
| 2. Leadership                            | <ul style="list-style-type: none"> <li>▪ Clinical leadership is effectively demonstrated by working alongside other medical staff and other multidisciplinary staff within the department.</li> <li>▪ Actively participates in the development of clinical and departmental policies and protocols as able or requested</li> <li>▪ Acts as a role model for medical staff and demonstrates high quality professional standards.</li> <li>▪ Maintains harmonious and productive relationships with all colleagues</li> </ul> |

| Key accountabilities   | Deliverables / Outcomes   |
|--|---|
|  | <ul style="list-style-type: none"> <li>▪ Demonstrates effective communication styles fostering goodwill and collegiality between all disciplines</li> <li>▪ Understands department and wider hospital systems and functions and works collaboratively within a multidisciplinary team</li> <li>▪ Supports the service business plan targets</li> <li>▪ Fosters an environment where audit and teaching is valued and supported</li> <li>▪ Fosters an environment that encourages all staff to have a stake in the future of the department</li> <li>▪ Acts as an effective liaison and interacts with other departments to ensure excellent patient outcomes</li> <li>▪ Feels comfortable in a changing environment</li> <li>▪ Embraces untested and new approaches dealing with work problems and looks for opportunities</li> </ul> |
| 3. Professional development including Clinical Medical Education (CME) | <ul style="list-style-type: none"> <li>▪ Undertakes appropriate continuing medical education in order to maintain competency as required by professional college</li> <li>▪ Maintains a high level of competency as indicated by national and international trends</li> <li>▪ Involvement in innovations in work practices e.g. guidelines, new procedures, service redesign etc.</li> <li>▪ Responsible for undertaking Continuing Medical Education in order to maintain competency and stay clinically up-to-date with current techniques and sharing with other colleagues</li> <li>▪ Takes an active part in credentialing and re-credentialing that will occur throughout the period of employment</li> </ul>   |
| 4. Te Tiriti o Waitangi  | <ul style="list-style-type: none"> <li>▪ Service activity, development and implementation is undertaken in accordance with the provision of the Treaty of Waitangi – partnership, protection and participation</li> <li>▪ Consultation is undertaken with appropriate Maori communities</li> </ul>  |
| 5. Health & Safety   | <ul style="list-style-type: none"> <li>▪ Is aware of own medical and dental status including TB, HIV, Hepatitis etc. Ensures actively manages own health</li> <li>▪ Displays commitment through actively supporting health and safety initiatives</li> <li>▪ Ensures all staff maintains adequate safety standards on the job through consultation, training and supervision</li> <li>▪ Ensures own and others safety at all times</li> <li>▪ Complies with policies, procedures and safe systems of work</li> <li>▪ Reports all incidents/accidents, including near misses in a timely fashion</li> <li>▪ Is involved in health and safety through participation and consultation</li> </ul>   |

## Key Relationships & Authorities



## Capability Profile

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

| Competency                  | Behaviours  |
|-----------------------------|---|
| <b>Interpersonal Acumen</b> | <ul style="list-style-type: none"> <li>Relates well to all kinds of people within the organisation</li> <li>Builds appropriate rapport</li> <li>Builds constructive and effective relationships</li> <li>Uses diplomacy and tact</li> </ul>   |
| <b>Organising</b>           | <ul style="list-style-type: none"> <li>Can marshal resources (people, funding, material, support) to get things done</li> <li>Can orchestrate multiple activities at once to accomplish a goal</li> <li>Uses resources effectively and efficiently</li> <li>Arranges information and files in a useful manner</li> </ul>  |
| <b>Leadership</b>           | <ul style="list-style-type: none"> <li>Clinical leadership is effectively demonstrated by working alongside other medical staff and other multidisciplinary staff within the department</li> <li>Actively participates in the development of clinical and departmental policies and protocols as able or requested</li> <li>Acts as a role model for medical staff and demonstrates high quality professional standards</li> <li>Maintains harmonious and productive relationships with all colleagues</li> </ul> |

| Competency                      | Behaviours  |
|---------------------------------|---|
|                                 | <ul style="list-style-type: none"> <li>▪ Demonstrates effective communication styles fostering goodwill and collegiality between all disciplines</li> <li>▪ Understands department and wider hospital systems and functions and works collaboratively within a multidisciplinary team</li> <li>▪ Supports the service business plan targets</li> </ul>                      |
| <b>Problem Solving</b>          | <ul style="list-style-type: none"> <li>▪ Uses rigorous logic and methods to solve difficult problems with effective solutions</li> <li>▪ Probes all fruitful sources for answers</li> <li>▪ Looks beyond the obvious and doesn't stop at the first answer</li> </ul>  |
| <b>Quality &amp; Innovation</b> | <ul style="list-style-type: none"> <li>▪ Provides quality service to those who rely on one's work.</li> <li>▪ Looks for ways to improve work processes - suggests new ideas and approaches.</li> <li>▪ Explores and trials ideas and suggestions for improvement made by others.</li> <li>▪ Shows commitment to continuous learning and performance development.</li> </ul> |

## Experience and Capability

Essential qualifications, skills and experience

### A. Knowledge, Skills & Experience:

- Recent experience in, and knowledge of, all aspects of plastic surgery
- Able to deal with a wide range of conditions both acutely and electively
- Works well in a collaboration with the multidisciplinary team

### B. Essential Professional Qualifications / Accreditations / Registrations:

- Vocationally registered Specialist Plastic Surgeon with the Medical Council of New Zealand, or equivalent through comparable health systems with full registration in the country of origin with a pathway to full registration in New Zealand
- If applying from overseas, you must meet the New Zealand Immigration Service requirements

**Ma tini, ma mano, ka rapa te whai**  
**By joining together we will succeed**

Te Whatu Ora is 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.

We 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.

Date effective:

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Operations Manager Signature:

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Employee's Signature:

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