

Position Description

Position	Occupational Therapist – Inpatient Team
Team / Service	Occupational Therapy
Directorate	Community Health
District	Capital, Coast & Hutt Valley
Responsible to	Team Lead Occupational Therapy
Children’s Act 2014	This position is classified as a children’s worker, requiring a safety check including police vetting before commencing and every three years
Location	This position is expected to work from Hutt Hospital

Te Whatu Ora

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

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.

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; Dental 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

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:

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|------------------------|--|
| 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

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

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.

Occupational Therapy Service Perspective

The Occupational Therapy service will see patients/clients within the hospital or based in the community. Services are based in MAPU, the acute wards and the inpatient rehabilitation wards.

The Occupational Therapist works as a member of an interdisciplinary team providing assessment, treatment, goal setting, rehabilitation, and discharge planning for clients.

The inpatient posts will be responsible for implementing Occupational Therapy input while the patient/client is on the ward and for any essential follow up, within a limited timeframe, post discharge if required.

Purpose of the role

The Occupational Therapist in this role will work at The Hutt Hospital, with patients across the life span, admitted with a variety of clinical conditions including; acute or chronic medical conditions, neurological, orthopaedic and surgical conditions. Occupational Therapy input is required to assist with facilitating patients to return to their optimal occupational performance and may include rehabilitation and complex discharge planning.

The Occupational Therapist will provide specialist occupational therapy assessments and interventions to achieve timely and sustainable discharges in the best interests of the client. They will work with the patient, whanau, and their MDT colleagues to attain patient goals and improve occupational performance and may need to provide follow up into the community as part of the process.

The Occupational Therapist's work may include applying for funding through Enable NZ and working within ACC contracts and they will need to be able to meet these requirements.

This post requires collaborative working relationships with all Allied Health and medical staff in the hospital and community setting to ensure seamless transition of patients/clients between acute, rehabilitation and community services.

The Occupational Therapist will support colleagues in other clinical areas as required by the service. They will be involved in service development activities, keeping up to date with best practice along with providing advice and education to less experienced colleagues.

Clinical skills

- Make prompt clinical decisions to enable safe discharge from hospital
- Communicate clinical decisions clearly and through the correct channels
- Experience in assessment and treatment for cognitive and perceptual deficits
- Occupation based assessment on the ward, in the clients homes and wider community
- Education of clients, their families and carers
- Complex discharge planning

Key Accountabilities

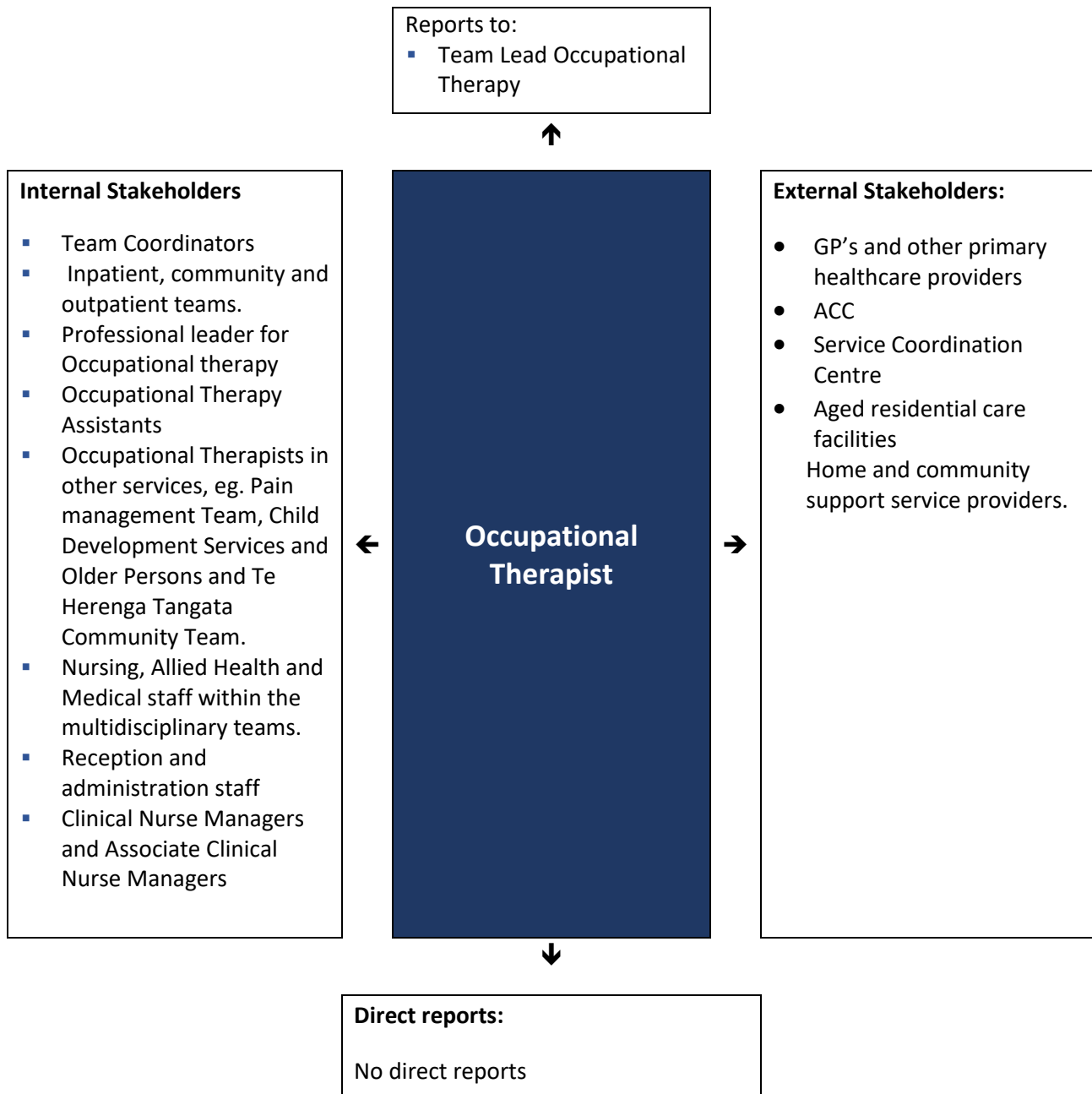
The following role accountabilities may evolve with organisational change and there may be additional duties, relevant to this position that will be required to be performed from time to time.

Key accountabilities	Deliverables / Outcomes
Clinical Practice	<p>Takes legal and professional responsibility for managing own caseload of patients / clients, with support from a more experienced therapist.</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 deliver individualised occupational therapy intervention using appropriate clinical assessment, reasoning skills and 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 the patient, whānau and the MDT, inclusive of the wider health team and external agencies as appropriate.</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>Refers on to other services to work with the patient/client towards achievement of longer term goals.</p> <p>Develops comprehensive discharge / transfer plans as appropriate.</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.</p> <p>Demonstrates provision of culturally safe and bicultural practice with patients and their whānau.</p> <p>Actively contributes at clinical meetings and case conferences to ensure the delivery of a coordinated multidisciplinary service and to ensure that occupational therapy is integrated into the overall intervention including discharge planning.</p>

Key accountabilities	Deliverables / Outcomes
	<p>Completes documentation consistent with legal and organisational requirements.</p> <p>Adheres to any applicable recognised best practice for occupational therapy and any relevant clinical policies and practice guidelines.</p> <p>Responsible for assessment and prescription of short term equipment and longer term equipment funded by Enable NZ.</p> <p>Provides advice, teaching and instructions to patients, carers, relatives and other professionals to promote consistency of support being delivered.</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 the education of occupational therapy students as directed and delegated by student supervisors.</p> <p>Maintains an awareness of current developments in the clinical areas being worked in.</p> <p>Involved 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>
Leadership and management	<p>Attends and contributes to relevant department, clinical and team meetings</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>Undertakes as directed, the collection of data for use in service audit and research projects.</p>

Key accountabilities	Deliverables / Outcomes
	<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>
Te Tiriti o Waitangi	<p>Work in partnership with stakeholders to achieve our equity goals for Māori and ensure Te Tiriti o Waitangi obligations are adhered to</p> <p>Equity outcomes are front and centre in goals, performance monitoring and plans for service and team performance</p> <p>Cultural competence is grown across the team, supporting inclusion and partnership.</p>
Health & Safety	<p>Ensure all Health & Safety obligations under the legislation are applied and managed to and that a culture of safe practice is second nature</p> <p>Actively support and ensure compliance with Health & Safety policy and procedures; ensuring staff also support and comply.</p> <p>Maintain a proactive culture of Health & Safety supported by systems.</p> <p>Ensure providers are aware of and have processes to comply with their health and safety responsibilities</p>

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
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▪ 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.
Teamwork	<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
Time Management	<ul style="list-style-type: none">▪ Uses time effectively and efficiently – values time, concentrates efforts on the more important priorities.
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.

Experience and Capability

Essential qualifications, skills and experience

A. Knowledge, Skills & Experience:

Minimum of 2 years clinical practice.

Clinical experience applicable to role.

Knowledge and experience working in an acute hospital setting.

Current full NZ driver's licence with ability to drive an automatic car (required for roles based in the community, where the role may be required to complete home visits and/or work across multiple sites

B. Essential Professional Qualifications / Accreditations / Registrations:

NZ Registered Occupational Therapist with current annual practicing certificate.

Member of Occupational Therapy New Zealand - Professional Association (desirable).

C. 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.

Commitment to ongoing development of assessment skills, clinical reasoning and analytical ability across all areas of the inpatient setting.

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.

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