



**Te-Upoko-me-te-Whatu-o-Te-Ika
Mental Health, Addictions & Intellectual Disability Service 3DHB**

**Position Description
CONSULTANT PSYCHIATRIST**

Reports to	Operations Manager Adult Community Mental Health and Addictions, 3DHB
Location	Based at Wairarapa Hospital Masterton, other Wairarapa DHB sites & within the Wairarapa community and district as required. As part of the wider Mental Health, Addictions & Intellectual Disability Services 3DHB you may also be asked to undertake clinical duties across all 3DHBs.
Treaty of Waitangi	Wairarapa DHB is committed to the principles of the Treaty of Waitangi, particularly those of partnership, participation and proactive protection, and recognises Tikanga Maori values as being the key to Maori outcomes that are appropriate, accessible and affordable. There is an expectation that the principles will be applied in a measured and reasonable manner.

The Vision, Mission Statements and Values of each of the three DHBs are highly congruent.

Wairarapa DHB Vision:	"Well Wairarapa - Better health for all"
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.
Capital & Coast DHB Vision:	Better Health and Independence for People, Families and Communities.

Wairarapa DHB Mission:	To improve, promote, and protect the health status of the people of the Wairarapa, and the independent living of those with disabilities, by supporting and encouraging healthy choices.
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.
Capital & Coast DHB Mission:	Together, Improve the Health and Independence of the People of the District.

Wairarapa DHB Values:	Respect – whakamana tangata; integrity – mana tu; self-determination – rangatiratanga; co-operation – whakawhanaungatanga; and excellence – taumatatanga.
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.
Capital & Coast DHB Values:	Innovation, Action, A focus on People and Patients, Living the Treaty, Professionalism through Leadership, Honesty, Integrity and Collaboration, Excellence through Effectiveness and Efficiency.

Context:

Wairarapa DHB

Wairarapa District Health Board (DHB) is located 1.5 hours north of Wellington and Hutt Valley. It covers a large mainly rural geographic area from Cape Palliser on the south coast, to Mount Bruce in the north. Secondary hospital services are provided from the new 90 bed Wairarapa Hospital in Masterton, serving a population of around 40,000. Wairarapa DHB has a unique relationship with primary and community services to meet the needs of their population.

Hutt Valley DHB

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

Hutt Valley DHB provides secondary and tertiary, nursing 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.

Capital and Coast DHB

The Capital and Coast District Health Board (CCDHB) covers a region extending from Wellington to Otaki. It comprises delivery arms in primary, secondary and tertiary health. Hospital and Health Services (HHS) is primarily responsible for the hospital and health services delivered via a new Wellington Regional Hospital; a secondary and community facility at Kenepuru; a Forensic, Rehabilitation and Intellectual Disability Hospital at Ratonga Rua-o-Porirua; and Kapiti Community Hospital.

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

Service perspective:

The hospital and health services of the DHBs provide a range of services, one such group of services includes Mental Health, Addictions and Intellectual Disability (MHAID) Service. The Service has over 1400 employees and annual revenue of \$135m.

MHAIDS spans three DHBs - Wairarapa, Hutt Valley and Capital & Coast DHB's - and includes local, regional, and national services. The local MHAID services are provided from multiple sites within the 3DHB sub-region – greater Wellington, Hutt Valley and Wairarapa. Te Korowai Whariki services include regional forensic and rehabilitation services covering the Central region while the intellectual disability services extend the length and breadth of the country from six bases located in Whangarei, Auckland, Cambridge, Wellington, Christchurch, and Dunedin.

The core business of the Service is the provision of quality specialist services, integrated with primary and secondary providers in the communities we serve.

The Service is committed to the underlying principles of:

- The New Zealand Disability Strategy: Making a World of Difference – Whakanui Oranga
- Te Tahuhu and the Mental Health Blueprint for Mental Health Services in New Zealand to guide and direct service design, delivery, development, and review
- Intellectual Disability High and Complex Framework
- Te Tiriti o Waitangi as the founding document of Aotearoa/New Zealand.

The Service has access to business support services including Human Resources and Finance. In addition, management and delivery of clinical services across the Service is underpinned by consultation, advice, and support from a range of cultural, consumer, and family advisors, and business, quality and organisational development personnel.

Position Overview

Primary Function of Position	<ul style="list-style-type: none"> • To provide psychiatric and medical expertise and leadership. • To provide high quality assessments, diagnoses, treatment planning and review in the care of service users. • To work with other health professionals to provide a comprehensive multi-disciplinary team approach to service users' care and treatment planning. • To provide education and training to service users, their families/caregivers, staff and other health professionals. • To contribute to the quality improvement and strategic planning and development of Mental Health Services.
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Key Relationships

Internal & External	<ul style="list-style-type: none"> • Clients / their families/whanau/caregivers • Mental Health Services teams – Alcohol & Drug; Child, Adolescent & Family; Community Mental Health; Acute Inpatients • Medical Director, MHAIDS 3DHB • MHAID Service Executives • MHAID Service Operations Managers • Chief Medical Officers at each DHB • MHAID Service Clinical Leaders • Other Directorate Leadership Teams • DHB's Medical and Clinical staff • GPs & other Health providers • Community agencies & Statutory organisations • Regional & National Mental Health Providers • Director of Area Mental Health Services • Government organisations i.e. Ministry of Health • External peers and colleagues, including tertiary services and Schools of Medicine
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Accountabilities

KEY RESULT AREAS	EXPECTED OUTCOMES
1. Clinical Responsibility for assessment, diagnosis and treatment of service users	<ul style="list-style-type: none"> • Practice demonstrates effective diagnosis and clinical review. Ensures treatment plans are clearly

formulated in consultation with case managers and multi-disciplinary team input.

- Assessments are completed using appropriate tools, are timely and kept up to date
- Service users, their families/whanau and caregivers are actively involved in the treatment planning process.
- Education to service users, their families/whanau and caregivers ensures assistance with understanding of the nature of the illness and management or intervention.
- Regular clinics are maintained for assessment and review of service users.
- Clinical practice demonstrates and incorporates evidence-based and best practice initiatives.
- Works within and adheres to the recovery model of care, or any subsequently agreed model.
- The role may incorporate all aspects of specialist psychiatric work including A&D work together with child and family, liaison, old age psychiatry etc.

2. Be a pro-active member of the multi-disciplinary team

- A multi-disciplinary, recovery centered approach to service user care is demonstrated and psychiatric expertise is provided ensuring effective clinical leadership in the planning and implementation of treatment.
- Promotion of the team approach to service delivery maximises the potential of each discipline and staff member to achieve goals of service user care.
- A medical perspective is represented in the multi-disciplinary team meetings.
- Teamwork is displayed acknowledging others' expertise, strengths and limitations.
- Professional performance serves as a role model to other staff.

	<ul style="list-style-type: none"> • Issues are addressed in a constructive and professional manner. • Participation in team meetings reflects a high standard of clinical care and contributes to service planning. • Sharing of knowledge and information enhances service user care and treatment planning. • Practice demonstrates efficient and effective use of clinical process and systems.
<p>3. Assist in providing a safe environment which promotes health and healing</p>	<ul style="list-style-type: none"> • Service users are treated with respect and their comfort, privacy and dignity is maintained. • Medical oversight and clinical review of treatment planning ensures risk assessments and management plans are incorporated in the care planning process in consultation with case managers and the multi-disciplinary team. • Knowledge of the Health & Disability code of Consumers Rights is applied in practice. • Practice reflects knowledge in the application of the principles of the Treaty of Waitangi as they relate to mental health. • Treatment outcomes are monitored through consultation and service user satisfaction surveys.
<p>4. Communication / Consultation / Liaison</p>	<ul style="list-style-type: none"> • Effective communication and liaison is maintained with other staff, health providers, community and statutory agencies. • Consultation provides expert advice regarding mental health issues and outcomes of illness with or without treatment. • Information provided to service users, their families/whanau and caregivers demonstrates knowledge of the range of community resources and services. • Consultation and liaison occurs with community agencies and statutory organisations. • Effective working relationships are

	<p>developed and maintained with other providers and services.</p>
<p>5. Documentation</p>	<ul style="list-style-type: none"> • Documented communication is maintained with referrers and other providers. • Comprehensive clinical case notes are maintained accurately and up-to-date in accordance with relevant legislation, Wairarapa DHB and 3-D policies and service procedures. • Clinical updates and reviews are provided for filing in a timely manner. • Medical oversight and monitoring ensures summaries of treatment and discharge plans are provided within two weeks of discharge. • Statistical information is provided in an accurate and timely manner.
<p>6. Quality</p>	<ul style="list-style-type: none"> • Participation in clinical audits is an expectation of this role. • Clinical research is undertaken where appropriate and as negotiated with the Medical Director, Clinical Director and Operations Manager. • Reports are provided as requested, and in the required timeframes, (e.g. HDC, complaints, ACC etc). • Active participation is demonstrated in the planning, development, implementation and review of integrated clinical pathways, medical professional standards of practice and procedures. • Quality improvement initiatives are identified in own practice and service delivery. • Contributes to and participates in regular clinical and service audit ensuring individual and peer review of practice and recommendations implemented. • Active participation contributes to clinical and service development and supports the goals and objectives, strategic direction and integrity of Mental Health Services.

7. Education / Professional development

- Teaching and educational support is provided to mental health staff, other health professionals and providers as required.
- Regular contact with junior medical staff provides orientation and training opportunities relevant to Mental Health Services.
- Mentoring and clinical monitoring of junior medical staff ensures practice reflects best practice.
- In-service training is attended regularly.
- Peer support and supervision is undertaken with colleagues.
- Regular attendance at external peer groups provides opportunities for professional support and development.
- Clinical supervision is undertaken in accordance with service procedure.
- Practice and performance demonstrates compliance with ethical standards provided by the Medical Council of NZ and other relevant professional bodies.
- Personal and professional development is maintained through annual Development Plans and Performance Appraisal with the Medical Director, Clinical Director in consultation with the Operations Manager.
- Regular liaison with tertiary institutions, Schools of Medicine and other relevant professional bodies enhances workforce and professional development.
- Professional and cultural training needs are identified and actioned.
- Delivery of clinical services meets the standards required by the Wairarapa DHB policies and service procedures.

8. Statutory / Legal requirements

- All records are maintained in accordance with relevant legislation, organisational policy and service procedure.
- Appropriate information is provided

in accordance with the Privacy Act, Health Information Privacy Code, organisational policy and service procedure.

- Work practice demonstrates compliance with the Health & Safety in Employment Act and any subsequent amendments and replacement legislation.
- The Operations Manager and Clinical Director are advised of any actual or potential risk to self, staff and client safety.
- Hazards in the work place are identified and awareness maintained.
- Familiarity with the safe operation of any equipment used in the course of employment is maintained.
- Practice demonstrates competent knowledge and application of relevant legislation and regulations i.e. Health & Disability Sector Standards, Mental Health Sector Standards, Ministry of Health Guidelines, National Mental Health Service Specifications etc.
- Practice demonstrates working knowledge and competent application of the Mental Health Act 1992 and subsequent amendments.
- Subject to approval by the Director of Area Mental Health Services (DAMHS), appropriate training and orientation is undertaken and regularly attended to enable the functions and duties as Responsible Clinician (RC) under the Mental Health Act.

9. After-hours On call duties

- Participation in a roster for on call psychiatric cover ensures supervision of junior medical staff and support to the After-Hours Crisis team and includes duties as a Responsible Clinician designated under the Mental Health Act 1992.
- Arranged cover in any absence ensures the maintenance of the after-hours on call roster.

10. Other duties	<ul style="list-style-type: none"> • Role-related duties are undertaken as mutually agreed with the Medical Director, Clinical Director and Operations Manager.
11. To Act within legal boundaries and the Wairarapa DHB and 3-D policies	<ul style="list-style-type: none"> • In accordance with the Health Practitioners' Competence Assurance Act 2003 your appointment is subject to you demonstrating that you are registered with the New Zealand Medical Council and that your scope of practice enables you to undertake the duties of the position to which you have been appointed. • Inform your Manager immediately upon notification from your registering body that your scope of practice has changed or of the suspension, cancellation or imposition of any conditions on your registration. • Ensure that all records are maintained accurately and in accordance with legislation and Wairarapa District Health Board policy. • Provide appropriate information in accordance with the Privacy Act and other relevant legislation and Wairarapa District Health Board policy. • Through practice and performance demonstrate knowledge and application of the principles of the Treaty of Waitangi. • Familiarise self with the requirements of the Approved Code of Practice for the Safe Use of Visual Display Units.

Person Specification

Education and Qualifications	<p>Essential</p> <ul style="list-style-type: none"> • Qualified Medical practitioner with postgraduate qualifications in Psychiatry, equivalent to the Fellowship of the Royal Australian and New Zealand College of Psychiatrists and recognised for specialist registration by the Medical Council of New Zealand.
Experience	<p>Essential</p> <ul style="list-style-type: none"> • Proven ability and commitment to work within an existing team culture.

	<ul style="list-style-type: none"> • Proven ability to working with community groups, agencies and other health professionals.
Skills and Competencies	<p>Essential</p> <ul style="list-style-type: none"> • Commitment to the Treaty of Waitangi and sensitivity to multi and bi-cultural issues. • Ability to demonstrate a high level of professionalism and self-motivation. • Ability to demonstrate excellent communication and interpersonal skills. • A commitment to the maintenance of EEO principles and the implications of these to mental health. • A commitment to working with service users and their families and caregivers. • A working knowledge of the Mental Health Act 1992 <p>Desirable</p> <ul style="list-style-type: none"> • Ability to perform in an emotionally stressful and demanding area of work. • Personal qualities of self-awareness, flexibility, tolerance and humour. • A working knowledge and understanding of integrated clinical pathways.

Performance Development Review

An initial review of performance will be conducted after three months, with an annual performance development planning session annually thereafter. This is in the context of regular discussions and a 'no surprises' annual review, and will be undertaken with the Clinical Director and Operations Manager, and reported to the Medical Director.

Acceptance

Acceptance of the position implies acceptance of the position description.

Position Title	Consultant Psychiatrist
Signature of Employee	
Date	