



POSITION DESCRIPTION

Job Title: **Health Improvement Practitioner – Pouora (HIP)**
Team: Health Programmes
Reports to: Team Leader – HIP, Integrated Primary Mental Health & Addiction Service
Direct Reports: N/A
Date: June 2021

Introduction:

Health Hawke's Bay – Te Oranga Hawke's Bay is the region's single Primary Health Organisation (PHO), covering a population of approximately 165,000. We aim to improve health outcomes and life expectancy across Hawke's Bay, particularly for Māori and other underserved population groups.

Our role is to ensure primary and community healthcare providers are supported and designed to improve and maintain the health of the enrolled PHO population and eliminate inequities in health outcomes that exist for Māori. The aim is to ensure general practice services are linked with other health and social care services for a seamless continuum of care.

Our Vision and Values:

Our Vision: Whānau ora, Hapori ora. Family Wellbeing, Community Wellbeing

Tauwhiro – Care

Delivering high quality care to patients and consumers.

He Kauanuanu – Respect

Showing respect for each other our staff, patients and consumers.

Rāranga te Tira – Partnership

Working together in partnership across the community

Akina – Improvement

Continuous improvement in everything we do.

Ka Hikitia – It will be lifted – Our Strategy

To support our provider network to achieve equitable health outcomes for Māori.

We are committed to:

- Prioritise achieving equity for Māori at the heart of how we operate
- Recognise and embed our commitment to Te Tiriti O Waitangi
- Embrace wellbeing as a broader concept than health
- Partner with other organisations to increase the value we deliver.

Our outcomes are:

- Resources are available for Māori to manage their health and wellbeing.
- Services are accessible where and when Māori need them
- Care provided to Māori is of high quality
- Providers are well-equipped to service Māori.

Position Purpose

The Health Improvement Practitioner (HIP) role, aims to increase access to wellbeing and behavioural health intervention services in general practice. It involves being an integral part of the general practice team, working directly with individuals and their families to help improve mental health and overall wellbeing. The Health Improvement Practitioner (HIP) also supports development of general practice teams in providing consultations and advice to its members.

Key Deliverables

General Practice Team participation	<ul style="list-style-type: none">• Active participation within the general practice team and support for building team competence in mental health, wellbeing and behavioural health interventions• Develop and sustain positive working relationship with the health coach and wider general practice team.• Consultation/ liaison is provided to general practice team• Clear documentation of all general practice-related activity
Clinical Service Delivery	<ul style="list-style-type: none">• Delivery of high quality behavioural interventions• Consistently demonstrate knowledge of the behavioural health consultancy model and ability to implement the model• Individual sessions, groups and whānau sessions are delivered• Evidence-based interventions are provided for a wide variety of issues (both mental health and physical health related) to people of all ages, with a focus on prevention, acute care, and chronic disease management• People are supported to identify and achieve the results they are seeking• A high level of access for the enrolled population to primary care-based brief interventions is achieved• Skills, knowledge and attitudes for culturally safe practice are demonstrated• Clear and concise notes that comply with established standards are entered within a practice Patient Management System (PMS).• All required client-related information and activities are recorded accurately, concisely and to model.
Primary Mental Health Integration	<ul style="list-style-type: none">• Engage in the Integrated Model of Primary Care Behavioural Health• Active contribution to evaluation and refinement of the model• A collaborative working relationship is formed with NGOs working with general practice as a part of this model• A collaborative working relationship is formed with DHB secondary mental health and addictions staff working with general practice• Assistance with care coordination and access to outside resources is provided as needed
Professional Accountability	<ul style="list-style-type: none">• Professionally proficient and accountable clinician• Successful completion of training by Te Pou in the HIP practice model and receiving endorsement to practice as a HIP

	<ul style="list-style-type: none"> • Maintain fidelity to the FACT practice model • Participation in model fidelity workforce development and coaching • Active participant in observed practice and all other quality assurance processes. • Participation in regular supervision and peer review • Requirements of the clinician’s professional and registering body are met • Current Annual Practicing Certificate (APC) is held • Adherence to professional code of ethics • Knowledge of any legal guidelines relevant to practice demonstrated • Relevant training is attended • Engagement in continuing professional development (CPD). • Seeks appropriate professional and collegial support
Te Tiriti o Waitangi and Cultural Responsiveness	<ul style="list-style-type: none"> • Apply the principles of Te Tiriti o Waitangi within the workplace • Use an equity lens over all work to ensure it contributes to improved health outcomes for Māori and other priority populations • Actively seek out opportunities to empower whānau to draw on existing capabilities and strengths to resolve their health and wellbeing issues, with coordinated support from a range of providers • Recognise the importance of communication and engage across internal systems processes to ensure what we write and say supports our overall efforts to improve cultural competence and the health status of Māori and high need populations
Continuous Quality Improvement/Risk Management	<ul style="list-style-type: none"> • Actively review initiatives, activity and programmes to seek opportunities for continuous quality improvement • Respond to complaints/incidents in accordance with the organisation’s policies and procedures • Take a continuous quality improvement approach to ensure work is of high quality • Timely advice is provided to the direct reporting manager regarding risk, opportunities, and required actions, within the areas you manage • Adequate management monitoring practices are in place to ensure the quality standards required within the annual work programmes are consistently achieved or exceeded • Services delivered meet the accepted quality and clinical standards, set internally and externally
Team Work	<ul style="list-style-type: none"> • Work cooperatively with others in the team to share expertise • Work for solutions that all team members can support • Listen and respond constructively to other ideas and proposals • Work as a competent member of a team willingly providing back up support when appropriate and actively support group goals
Health and Safety	<ul style="list-style-type: none"> • Ensure that work is done in a safe environment • Apply the organisation’s Health and Safety policies and procedures • Report and work to eliminate, isolate or minimise any hazards

	<ul style="list-style-type: none"> • Participate in health and safety management practices for all employees • The organisation complies with its responsibilities under the Health and Safety at Work Act 2015 and any subsequent amendments or replacements legislation • Can demonstrate actions in an emergency that are specific to the workplace and are designed to keep individuals safe
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Key Relationships

Internal

- HIP Trainer/Mentor
- Service Manager
- Clinical/Team Leads
- HIPs and Health Coaches
- Programme Manager
- IPHMAs Community Support Workers
- General Practice colleagues

External

- General practice teams
- Non-Government Mental Health Organisations (NGOs)
- Secondary (DHB) Mental Health and AOD Services
- Social Services
- Other Health Services as required

Person Specifications

Knowledge and Experience:

- Registered health professional with current practising certificate with regulatory authorities within Health Practitioner Competence and Assurance Act, DAPAANZ or the Social Work Registration Authority.
- Experience delivering talking therapy modalities for example CBT, ACT or FACT are an advantage
- Clinical experience working in a mental health setting (primary and/or secondary) providing evidence-based psychological and behavioural interventions

Personal Attributes

- Dynamic, proactive and motivated self-starter with loads of initiative
- Willingness to embrace new ways of working
- Use reflective practice as a tool for growth and development
- Ability to work with a diverse patient and staff population
- Basic nontechnical knowledge of psychotropic and other relevant medications
- Ability to work at a fast pace with a flexible schedule
- A proven ability to be a team player
- Excellent communication skills
- An ability to work closely and collaboratively with key stakeholders
- An understanding and sensitivity to working with all cultures
- Ability to competently use electronic devices and work with electronic medical records
- Ability to work independently within agreed boundaries.
- Build strong supportive relationships
- Act according to sound ethical and moral values
- Hold a current New Zealand Full Drivers' Licence