

Health New Zealand

Te Whatu Ora

Counties Manukau

POSITION DESCRIPTION

Adolescent Health Fellow

This position is considered a **Core Children's Worker** and will be subject to safety checking as part of the Vulnerable Children Act 2014

Position Holder's Name:

Position Holder's Signature:

Manager/Supervisor's Name:

Manager/Supervisor's Signature:

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Health NZ Te Whatu Ora Counties Manukau			



Healthy Together

Our Strategic Goal

We care about achieving health equity for our community.

Together, the Counties Manukau health system will work with others to achieve equity in key health indicators for Maaori, Pacific and communities with health disparities.

We will measure the impact we have on healthy life years every year. This is our commitment to act and be deliberate in our choices and priorities.

This means that people will live longer healthier lives in the community.

Our Shared Values

Kind

Care for other people's wellbeing.

Excellent

Safe, professional, always improving.

Valuing everyone

Make everyone feel welcome and valued.

Together

Include everyone as part of the team.

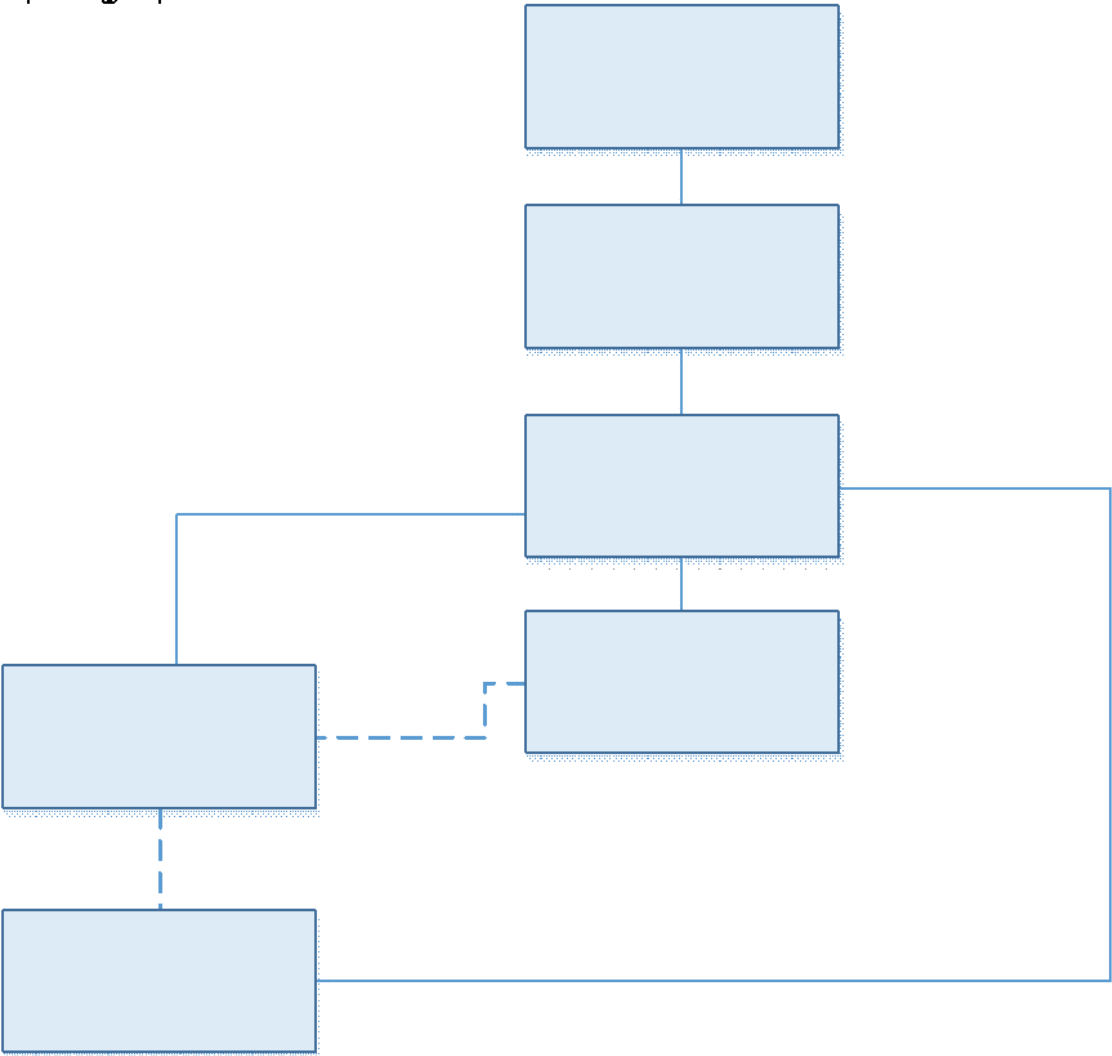


PURPOSE OF THE POSITION

To gain clinical experience in adolescent health by:

- Undertaking advanced training as outlined by the RACP training programme in Adolescent and Young Adult Medicine
- Providing adolescent health clinical services.

PLACE IN THE ORGANISATION



NATURE AND SCOPE OF RESPONSIBILITIES

Key Accountabilities	Standards / Achievements
AYAM formal learning / Research Activities	<ul style="list-style-type: none"> Will be agreed at the beginning of the Fellow period.
Clinical:	<ul style="list-style-type: none"> The Fellow will provide clinical services to Centre for Youth Health (which may include Specialist Adolescent Clinic, Alternative Education Clinic, Gateway Clinics and other clinical work deemed appropriate by the supervising physicians). The Fellow will provide clinical services to Kidz First Inpatient and Outpatient Care. This may be a mix of clinical duties. The Fellow will have the opportunity to work alongside the Centre for Youth Health team in the provision of clinical advisory services to community based health services and agencies.
Clinical Administration:	<ul style="list-style-type: none"> The Fellow will ensure there is a detailed handover at any change of duties. Appropriate written and dictated notes will be made whenever necessary. The Fellow will have responsibility for following up any investigations ordered.

Key Accountabilities	Standards / Achievements
Education:	<ul style="list-style-type: none"> ● Individualised educational objectives will be set in consultation with the Fellow at the beginning of the appointment. ● The Fellow will be expected to contribute to the training of other clinical staff, other agencies and communities as appropriate. There may be an undergraduate teaching component to medical students. ● Ongoing education will be provided by consultants and other team members through outpatient clinics, case and peer review. ● The Fellow will participate in Centre for Youth Health education and clinical audit activities. ● The Fellow may undertake family planning/ sexual health training courses. ● The Fellow may complete the Youth Health papers at the University of Auckland and/or Foundations of Public Health paper or other relevant Masters in Public Health papers at the School of Population Health, University of Auckland.
Performance:	<ul style="list-style-type: none"> ● Performance will be assessed by two nominated Youth Health Physicians/ Paediatricians. ● Performance will be assessed based on the above responsibilities and other relevant performance measures which will be discussed at formal meetings held at a minimum of three-monthly intervals. If deficiencies are identified during the attachment the supervising consultant will bring these to the Fellow's attention and discuss how they may be rectified.
Training:	<ul style="list-style-type: none"> ● This attachment fits with the training expectations of the RACP for Advanced training in Adolescent Young Adult Medicine ● It is also accredited for non-core training for RACP Community Child Health advanced training

Key Accountabilities	Standards / Achievements
<p>Commitment to the principles of Treaty of Waitangi / Te Tiriti O Waitangi</p> <p>Cultural Safety & Diversity</p> <p>Honouring Diversity</p>	<p>The principles of partnership, participation, and protection underpin the relationship between Government and Maaori under the Tiriti O Waitangi and are integral to Counties Manukau strategy and service delivery to improve health gains of the community and achieve health equity. It is the responsibility of senior leadership to ensure the principles are incorporated within strategy and that relevant measures related to health gain and health equity are incorporated within service plans and delivery.</p> <ul style="list-style-type: none"> ● Partnership involves working together with iwi, hapuu, and whaanau and Maaori communities to develop effective strategies for Maaori health gain and appropriate health and disability services. ● Participation requires Maaori to be involved at all levels of the health and disability sector, including in decision-making, planning, development and delivery of health and disability services. ● Protection involves the District working to ensure Maaori have at least the same level of health as non-Maaori, and safeguarding Maaori cultural concepts, values and practices.
<p>Utilise Information Technology</p>	<ul style="list-style-type: none"> ● Demonstrate ability to access and use available clinical information systems. ● Is conversant with applications required for specific discipline/role. For example, i.PM, Clinical Portal, Outlook, etc. ● Maintains own professional development by attending relevant IT educational programmes.
<p>Documentation</p>	<ul style="list-style-type: none"> ● Creates accurate and appropriate records to support and evidence business activities and regularly files to ensure that corporate information is secure, unchanged and not removed until its compliant disposal date.

COMMUNICATION AND INTERPERSONAL SKILLS

Will be required to interact on a regular basis with a range of CM Health staff members including:

- Adolescent Physicians; Centre for Youth Health Multidisciplinary Team Members;
- Kidz First Community Health and Outpatient Care, Inpatients and Emergency Care;
- Other CM Health employees engaged in the care of young people.

Externally there will be contact with:

- Community Youth Health and Wellbeing Providers
- University of Auckland – Department of Paediatrics

Situations may often call for tact, diplomacy and will require information to be handled in a discreet and sensitive manner.

In conflict situations will be required to exercise sound judgement, negotiation and persuasiveness skills, toward facilitating a workable outcome.

CONFIDENTIALITY

Discretion is required to be exercised in releasing confidential information to the appropriate parties.

PROBLEM COMPLEXITY

Will be regularly challenged by a wide range of clinical and research complexities and priorities. There will be a requirement to be able to prioritise issues and negotiate time frames, while still providing a quality customer service.

The range of problems will be diverse and require solutions customised to meet the circumstances of the client. Therefore opportunities will arise to provide innovative options to the client based on proven outcomes.

There will be demands to meet deadlines, maintain accuracy and quality of information. Failure to do so could impact on the organisation in terms of not meeting agreed timeframes for research studies etc.

Will refer to the Clinical Head for Centre for Youth Health or other Centre for Youth Health Senior Clinicians for advice or second opinion.

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SCOPE FOR ACTION

Is encouraged to use initiative and problem-solving skills to develop innovative approaches to issues.

Discretion is required to be exercised in releasing confidential information to the appropriate parties.

DIMENSION OF THE POSITION

Will be responsible to the General Manager and Clinical Director, Kidz First through the Clinical Head Centre for Youth Health for the achievement of agreed objectives and operates within the confines of CM Health.

POSITIONS REPORTING IN THIS ROLE (numbers)

Directly :0

Indirectly :0

HOURS OF WORK:

This is 1.0 FTE position

Weekdays:

5 weekdays per week. Normal hours 8.00am – 4.30/5.00

Weekends:

1 weekend in 3 in Kidz First Acute Service (ward and emergency department) – Long day + Short day

Average weekly hours of work:

Routine 40 hours

RDO Hours -2.67

Rostered Additional 7.67

Unrostered Hours 2 hours

Total Hours 47

SALARY:

The annual salary for this attachment will be as detailed in Category E (RDA contract).

LEAVE ENTITLEMENT:

30 days (pro rata to FTE)

WORK RELATED EXPENSES:

Medical Indemnity
Insurance Annual
Practicing Certificate

CME:

At the discretion of Clinical Head Centre for Youth Health and General Manager Kidz First.

PERSON SPECIFICATIONS (requirements for the role)

	Minimum	Preferred
Qualifications	<ul style="list-style-type: none">● MB. ChB. (or equivalent medical degree).● Advanced Trainee or Fellow of the RACP.● Current annual practising certificate.	<ul style="list-style-type: none">● Current and relevant work experience in New Zealand or a similar environment.
Experience (including years)	<ul style="list-style-type: none">● Recent AYAM clinical experience● Some teaching and research experience an advantage● Knowledge of the Treaty of Waitangi and its application to practice.● Committed to own ongoing professional development and actively contributes to own professional memberships and networks.● Demonstrates a good understanding of adult learning principles.	
Skills / Knowledge / Behaviour	<ul style="list-style-type: none">● Ability to manage conflict.● Ability to communicate effectively, including formal presentations.	<ul style="list-style-type: none">●

	<ul style="list-style-type: none"> ● Ability to work in and with multidisciplinary teams. ● Ability to work with people from a wide range of cultural backgrounds 	
Personal Qualities	<ul style="list-style-type: none"> ● Demonstrate respect to patients and all staff. ● Good communication skills. ● Demonstrate commitment to the organisation and service values. ● High standard of personal work ethic. ● Listen actively to others and respond appropriately. ● Ability to be a team player. ● Ability to share knowledge and teach others. 	<ul style="list-style-type: none"> ●

HEALTH AND SAFETY ACCOUNTABILITIES (non-management roles)

Health and Safety (H&S) is a key accountability of all Counties Manukau District staff.

All Counties Manukau District Employees are responsible to:

Zero Harm	<ul style="list-style-type: none">● Engage in safe workplace practices and take care of the health and safety of themselves, other employees and people in the workplace
Risk Management	<ul style="list-style-type: none">● Identify, evaluate and report all hazards and incidents they are aware of in the workplace● Adhere to apply risk controls, identified in risk assessments, such as 'Safe Operating Procedures'● Follow safety instructions● Stop work when there is an immediate risk of serious harm and notify the appropriate manager● Ensure nothing they do or don't do will cause harm to themselves or others
Safety Management System Requirements	<ul style="list-style-type: none">● Understand and follow Counties Manukau District's Occupational Health and Safety policies, Health and Safety regulations, and personal responsibilities as outlined by these policies● Follow all Occupational Health and Safety policies and procedures
Work Safely	<ul style="list-style-type: none">● Report for duty in a fit state, free from the influence of alcohol or other drugs● Participate in consultation activities regarding matters affecting your health, safety and wellbeing● Wear the required Personal Protective Equipment when undertaking specific activities, or when in nominated areas● Operate clinical or plant equipment safely● Participate in relevant safety training, and maintain safety related competencies● If relevant to your position, be in possession of required and current Certificates of Competency
