

**POSITION DESCRIPTION**

**Allied Health Practitioner  
(MSK Orthopaedic Hospital Pathway)**

This position is considered a children's worker under the Vulnerable Children Act 2014

Position Holder's Name: .....

Position Holder's Signature: .....

Manager/Supervisor's Name: .....

Manager/Supervisor's Signature: .....

|                                                    |                                               |                           |          |
|----------------------------------------------------|-----------------------------------------------|---------------------------|----------|
| <b>Document ID:</b>                                | Allied Health Practitioner – MSK Physio       | <b>Version:</b>           |          |
| <b>Department:</b>                                 | Acute Allied Health                           | <b>Last Updated:</b>      | Feb 2024 |
| <b>Document Owner:</b>                             | Operations Manager Acute Allied Health        | <b>Next Review Date:</b>  | Feb 2026 |
| <b>Approved by:</b>                                | Chief Allied Health, Scientific and Technical | <b>Date First Issued:</b> |          |
| <b>Te Whatu Ora Health NZ<br/>Counties Manukau</b> |                                               |                           |          |



## 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 Māori, 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.

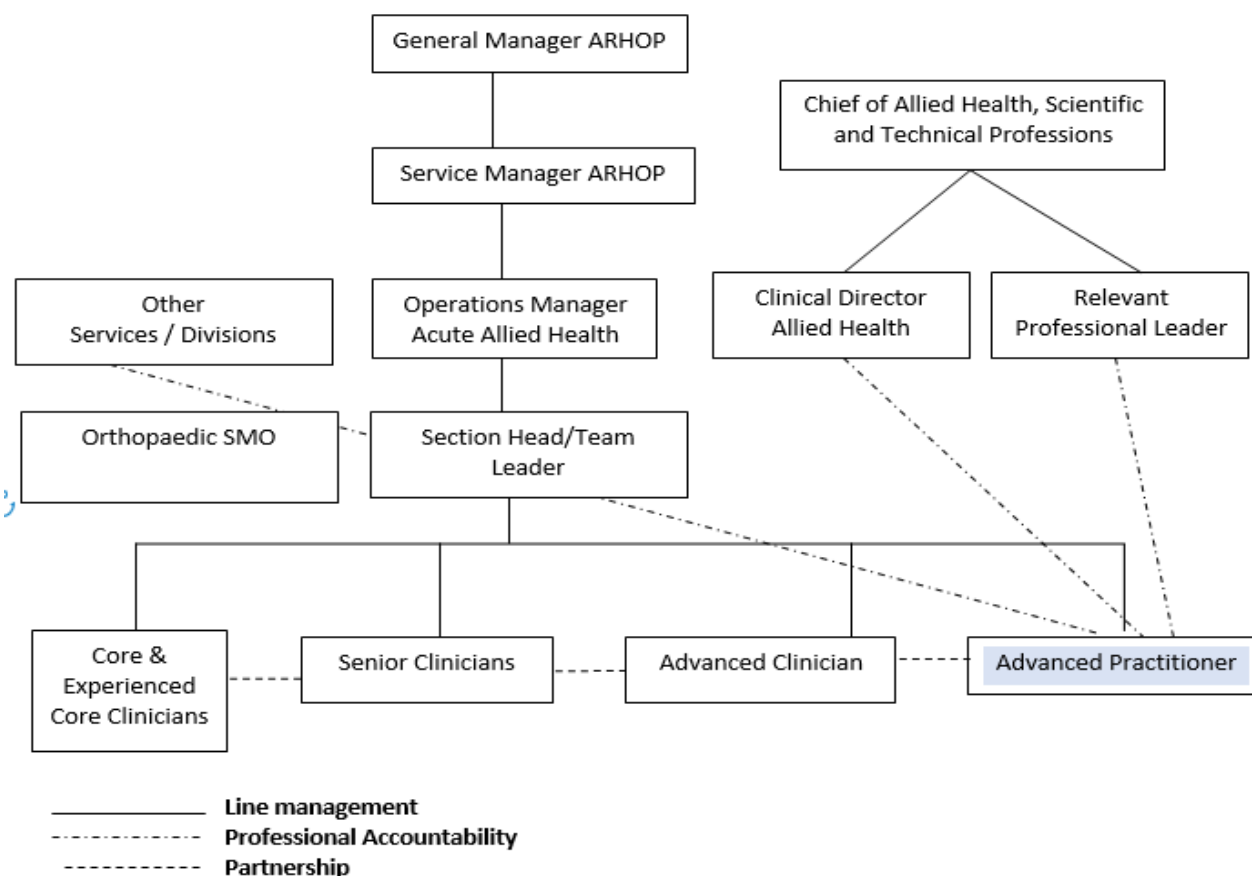


## PURPOSE OF THE POSITION

This position is to lead, implement improvements and provide the Physiotherapy Orthopaedic MSK hospital clinical pathway. It will be responsible for providing patient and whaanau centred clinical care in an expert capacity working in defined area of specialised practice with specific populations or patients with specific disorders/dysfunction/impairment. Based in the Acute Allied Health Musculoskeletal Physiotherapy team the role will work with the Orthopaedic Surgical Services to provide Physiotherapy MSK first specialist appointment (FSA) to patients triaged to the Physiotherapy MSK pathway.

The Allied Health Practitioner is a designated position that utilises advanced knowledge and expert clinical skills and competencies to coordinate, deliver care and take primary responsibility for management of illness or impairments in a group/s of patients assigned or referred to the practitioner. Clinical care provided will predominately be as an independent practitioner taking responsibility for a range of investigations and interventions representative of the higher end of the scope of practice or be unique or leading edge practice for the discipline. In this role the Allied Health Practitioner will meet the competence requirements within the relevant Advanced Practice Framework and provide clinical leadership of the service provision and provide clinical supervision of others working in the MSK FSA service. The role will also contribute to specialist service development and contribute to the organisation and profession through leadership, research, innovation, strategy and policy development. Contribution will be at local and regional levels.

Specific objectives for your role relevant to your service and experience will be agreed with your line manager as part of your annual performance planning process.

**PLACE IN THE ORGANISATION**

## NATURE AND SCOPE OF RESPONSIBILITIES

| Key Accountabilities                             | Standards / Achievements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| <b>Expert Clinical and Professional Practice</b> | <ul style="list-style-type: none"> <li>● Maintain a clinical caseload as agreed with the line manager or delegated clinical/team supervisor. This may involve care or case management of patients with complex problems within the area of specialty</li> <li>● Apply advanced knowledge, clinical reasoning and expertise while modelling evidence based practice</li> <li>● Demonstrate advanced practice as an autonomous clinician working in parallel with Orthopaedic SMOs to assess and manage a range of patients within an area of speciality. This will include utilisation of specialist treatment skills and options.</li> <li>● Determine appropriate treatment taking into account complex facts or situations requiring risk assessment, interpretation, and comparison of range of options and have informed conversations with patients support patients making informed choices, including informed consents. This includes communicating complex, sensitive and contentious information</li> <li>● Request and interpret tests and diagnostics as required.</li> <li>● Use information to effectively triage, plan, prioritise and manage waitlists</li> <li>● Lead/participate collaboratively in case reviews and debrief as required specific to specialty</li> <li>● Effectively communicate information with patients/whaanau, IDT, key stakeholders and agencies to support consistent care across the continuum of care</li> <li>● Provide information and education to patients and whaanau in a way that is understood by them and assess their understanding of the interventions and goals</li> <li>● Enable the concept of self-care by involving patient and whaanau and providing education and information</li> <li>● Appropriately provide clinical expertise to other disciplines including accepting or making referrals from other services or clinicians or refer on as needed to achieve patient goals</li> <li>● Facilitate and model inter-disciplinary and transdisciplinary practice</li> <li>● Support discharge and transfer process as required</li> <li>● Complete documentation consistent with legal and organisational requirements and professional standards</li> <li>● Review and sign off clinic letters within agreed timelines</li> </ul> |

| Key Accountabilities         | Standards / Achievements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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|                              | <ul style="list-style-type: none"> <li>● Collect and enter activity data on a timely basis to support the workflow and capacity management</li> <li>● Participate in providing weekend and on-call service as required</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Learning and Teaching</b> | <ul style="list-style-type: none"> <li>● Maintain expert clinical competencies specific to the area of specialist practice, the position, the profession and any specific registration authority certifications</li> <li>● Complete annual clinical updates and other training and credentialing relevant to the role</li> <li>● Identify own learning needs and proactively set professional development objectives to ensure currency with evidence based practice at the Practitioner level</li> <li>● Participate in annual performance appraisal and development process and maintain a portfolio of continuous professional development</li> <li>● Attend professional supervision regularly in line with organisation/professional body requirements</li> <li>● Contribute to and raise awareness of new and advancing practice developments relevant to area of specialist practice or professional background including keeping up to date with leading edge expert practice</li> <li>● Lead strategies that contribute to developing a teaching and learning culture including input into continuing education and training material and forums, locally, regionally and nationally</li> <li>● Act as an expert resource providing clinical advice and support to allied health clinicians on patient specific decisions and practice issues at the local, regional, national/international level</li> <li>● Demonstrate expert mentoring/coaching and clinical teaching of allied health and other staff, locally, regionally and nationally</li> <li>● Model and provide professional supervision to allied health clinicians in line with organisational/professional supervision guidelines</li> <li>● Act as an educational resource for other disciplines and in academia, including teaching in undergraduate and post graduate courses</li> <li>● Acquire secondary post-graduate qualification or specific certifications or certified credentialing in relevant area of specialist practice</li> <li>● Undertake clinical leadership training</li> </ul> |

| Key Accountabilities                                       | Standards / Achievements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| <b>Quality and Risk Management and Service Development</b> | <ul style="list-style-type: none"> <li>• Develop and maintain high quality service delivery in line with operational and strategic direction</li> <li>• Model accountability to clinical, organisational and professional body values and standards of practice and code of ethics including credentialing, supervision and peer review</li> <li>• Demonstrate flexible working, effective time management and organisational skills to meet service needs</li> <li>• Monitor clinical outcomes/ indicators specific to area of specialty</li> <li>• Identify gaps in service delivery or models and lead quality/safety assurance activities</li> <li>• Identify clinical risk and take appropriate action to mitigate/manage</li> <li>• Lead, facilitate and demonstrate commitment to continuous quality improvement activities utilising contemporary methodologies locally, regionally and nationally</li> <li>• Support and coach others in conducting quality initiatives</li> <li>• Ensure contemporary practice is in line with competency frameworks, Professional Standards of Practice, national and international standards and best available evidence</li> <li>• Demonstrate an understanding of the fiscal implications of clinical decisions and respond accordingly</li> <li>• Lead/contribute to projects as agreed with/delegated by Line Manager</li> <li>• Lead the development of patient and staff resources locally, regionally and nationally</li> <li>• Lead the development of local, regional and national evidence based clinical policies, procedures and pathways within the area of specialty</li> <li>• Lead development of policies for wider area</li> <li>• Identify priorities for the service</li> <li>• Lead service and profession development across the continuum of care to meet the changing needs of the population aligning to relevant organisational, national and professional strategies</li> </ul> |
| <b>Research and Evaluation</b>                             | <ul style="list-style-type: none"> <li>• Demonstrate competencies to critically evaluate evidence/research and apply in expert practice</li> <li>• Assess and evaluate evidence, current practice and lead the incorporation of evidence base into the practice at the local, regional and national level</li> <li>• Lead high level clinical audit and research activity that enhances the clinical implementation of evidence-based practice relevant to the area of specialty</li> <li>• Act as principal investigator or lead research projects</li> <li>• Supervise undergraduate and postgraduate research</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

| Key Accountabilities                               | Standards / Achievements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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|                                                    | <ul style="list-style-type: none"> <li>● Lead strategies to grow research capability within the profession and area of speciality</li> <li>● Present and publish service development initiatives and research activity nationally and internationally</li> <li>● Contribute as an author, collaborator or peer reviewer</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Clinical Leadership and Governance Strategy</b> | <ul style="list-style-type: none"> <li>● Is accountable for own actions and take responsibility for providing clinical leadership relevant to the level of position</li> <li>● Provide expert clinical leadership to optimise health outcomes of patients/clients within the area of specialist practice within the service and across the whole of system</li> <li>● Lead by example and demonstrate and promote the vision and values to staff</li> <li>● Be savvy and politically aware whilst maintaining integrity</li> <li>● Role model, enhance and promote innovation and expert practice and lead the development of the profession locally, regionally and nationally</li> <li>● Demonstrate effective team work by supporting others contribution, communicating and helping team to achieve their goals</li> <li>● Act as an expert clinical resource providing direction, advice and education to staff and the inter-disciplinary team within the area of specialist practice</li> <li>● Lead development of relevant strategic and clinical service plans (annual and 5 year), including future Models of Care/Practice.</li> <li>● Participate in and support the annual performance appraisal process for staff in conjunction with sections heads/team leaders including performance audits and peer review</li> <li>● Escalate performance and competence gaps of staff as needed with line manager and support the development/improvement process</li> <li>● Attend and contribute to departmental, clinical and team meetings, leading and facilitating these as requested</li> <li>● As needed support section heads and other managers in the recruitment and selection process of clinicians</li> <li>● Collaborate with professional leader to lead, set and direct practice standards and performance, safety and quality initiatives</li> <li>● Provide service report as required</li> <li>● Represent the profession or service at leadership and governance forums, locally, regionally and nationally as required</li> <li>● Demonstrate understanding of local, regional and where required national context when planning services and making decisions</li> <li>● Participate in local and regional working groups or clinical</li> </ul> |

| Key Accountabilities                                                                                                                  | Standards / Achievements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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|                                                                                                                                       | <p>networks to identify and plan innovations and improvements</p> <ul style="list-style-type: none"> <li>• Develop models of care that span across the care interface, community and primary care to improve population health and preventative care</li> <li>• Develop and participate in national and international networks with a focus on supporting and contributing to clinical knowledge and practice development</li> <li>• Engage consumer voice and lead co-design to inform problem solving, solution creation and decisions.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <p><b>Health Equity</b></p>                                                                                                           | <ul style="list-style-type: none"> <li>• Demonstrate in practice the principles of Te Tiriti o Waitangi</li> <li>• Develop cultural competency and demonstrate culturally safe practice that encompasses a diverse range of beliefs values and practices</li> <li>• Maintain advanced cultural practice standards and competencies</li> <li>• Evaluate and assess health inequalities within their area of speciality practice and develop and lead the implementation of strategies to address them</li> <li>• Ensure that relevant measures related to health gain and health equity are incorporated within service plans and delivery</li> <li>• Understand and act upon population health requirements / health inequalities in the target population</li> <li>• Support and include a preventative approach to healthcare service delivery by early intervention and empowering patients</li> <li>• Identify unmet need of patients along with potential solutions to address these</li> <li>• Engage in data and information collection that supports relevant measures related to prioritisation of health equity</li> <li>• Contribute to national planning and strategy processes to ensure equity of access to care for the relevant population within their discipline across the region / nationally</li> <li>• Contribute to the embedding of equity principles within the relevant profession in CM Health, regionally and nationally or internationally</li> </ul> |
| <p><b>Commitment to the principles of Treaty of Waitangi / Te Tiriti O Waitangi</b></p> <p><b>Cultural Safety &amp; Diversity</b></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"> <li>• <b>Partnership</b> involves working together with iwi, hapuu, and whaanau and Maaori communities to develop effective</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

| Key Accountabilities                  | Standards / Achievements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| <b>Honouring Diversity</b>            | <p>strategies for Maaori health gain and appropriate health and disability services.</p> <ul style="list-style-type: none"> <li>● <b>Participation</b> 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.</li> <li>● <b>Protection</b> involves the DHB working to ensure Maaori have at least the same level of health as non-Maaori, and safeguarding Maaori cultural concepts, values and practices.</li> </ul> |
| <b>Utilise Information Technology</b> | <ul style="list-style-type: none"> <li>● Demonstrate ability to access and use available clinical information systems.</li> <li>● Is conversant with applications required for specific discipline/role. For example, i.PM, Clinical Portal, Outlook, etc.</li> </ul> <p>Maintains own professional development by attending relevant IT educational programmes.</p>                                                                                                                                                                                  |

## **COMMUNICATION AND INTERPERSONAL SKILLS**

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

- Consultant Specialists (SMOs)
- Operations Managers
- Service Managers
- Section Heads/Clinical Leads
- Professional Leader
- Chief of AHST and Clinical Directors of Allied Health Scientific and Technical
- Other allied health clinicians
- Nursing and Medical staff
- Community services
- Administration staff
- Supporting staff e.g. technology, project, learning and development, KoAatea
- Cultural Support teams
- Other relevant services

Externally there will be contact with:

- Patients and Whaanau
- Regional Working Groups
- National Working Groups and Project teams
- External health providers
- Statutory bodies e.g., Ministry of Social Development, Work and Income, Housing NZ
- Disability Support NASC and providers
- Community and NGO providers
- Professional and regulatory bodies
- Universities or training organisations
- Other stakeholders relevant to the role

## **CONFIDENTIALITY**

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

## **POSITIONS REPORTING IN THIS ROLE (numbers)**

**Directly (numbers):** nil

**Indirectly (numbers):** assistants, students, core clinicians

## **PERSON SPECIFICATIONS (requirements for the role)**

|                                     | Minimum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Preferred                                                                                                                                                                                                                                                                                                                                     |
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| <b>Qualifications</b>               | <ul style="list-style-type: none"> <li>• A recognised tertiary Allied Health qualification - profession specific</li> <li>• Relevant clinical postgraduate qualification or certification in a specialised practice</li> <li>• Working towards a relevant Masters or higher qualification</li> <li>• Meets competency requirements for advanced practice</li> <li>• Hold an APC</li> </ul>                                                                                                                                                                                                                                                     | <ul style="list-style-type: none"> <li>• Clinical training/leadership qualifications</li> <li>• Quality improvement training</li> </ul>                                                                                                                                                                                                       |
| <b>Experience (including years)</b> | <ul style="list-style-type: none"> <li>• A minimum of 8 years of postgraduate experience in a relevant setting including a minimum of 3 years' experience in the area of speciality (Orthopaedics and Musculoskeletal Physiotherapy) and 2-3 years as advanced clinician</li> <li>• Demonstrated clinical leadership at local and regional level in service and professional development, practice standard setting</li> <li>• Good level of experience in research, evaluation and audit</li> <li>• Professional supervision experience in cross discipline supervision</li> <li>• Experience supervising and mentoring clinicians</li> </ul> | <ul style="list-style-type: none"> <li>• Experience in leading innovation and quality assurance and improvement</li> <li>• Experience leading projects and change</li> <li>• Experience in supervising research</li> <li>• Experience in clinical teaching in the academic setting</li> <li>• Prior experience in business writing</li> </ul> |
| <b>Skills/Knowledge/Behaviour</b>   | <ul style="list-style-type: none"> <li>• Evidence of understanding of and ability to interpret research and implement change based on findings as it pertains to diagnosis and management of specific conditions</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                               |

|                           | Minimum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Preferred |
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|                           | <ul style="list-style-type: none"> <li>• Able to evaluate service delivery through audit and Quality Improvement</li> <li>• Accountable</li> <li>• Works independently well and also as a team player</li> <li>• Role models collaborative leadership</li> <li>• Role models efficient and professional practice</li> <li>• Patient and whanau centred</li> <li>• Ability to prioritise and organise</li> <li>• Efficient and able to complete tasks within acceptable timeframes</li> <li>• Organised</li> <li>• Well-developed interpersonal skills</li> <li>• Sound clinical skills</li> <li>• Decisive and appropriately assertive</li> <li>• Willing to learn</li> <li>• Reflects on practice and makes changes</li> <li>• Works on feedback provided</li> <li>• Able to adapt to complex environments</li> <li>• Committed to innovation and quality improvement</li> <li>• Understands role in enacting Te Tiriti O Waitangi</li> </ul> |           |
| <b>Personal Qualities</b> | <ul style="list-style-type: none"> <li>• Self-motivated</li> <li>• Resourceful and resilient</li> <li>• Can do/positive attitude</li> <li>• Creative</li> <li>• Adaptable</li> <li>• Conceptual thinker</li> <li>• Listens with intent and engages</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |

## HEALTH AND SAFETY ACCOUNTABILITIES (non-management roles)

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

All CM Health Employees are responsible to:

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

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