

Position Description | Te whakaturanga ō mahi Health New Zealand | Te Whatu Ora

Title	Gastroenterologist			
Reports to	Head of Department & Service Manager, Gastroenterology			
Location	Counties Manukau sites			
Department	Gastroenterology Medicine			
Direct Reports	NA		Total FTE	1.0
Budget Size	Opex	NA	Capex	NA
Delegated Authority	HR	NA	Finance	NA
Date	01/07/2026			
Salary band (indicative)*	ASMS SECA \$185,380 - \$267,980 + CME			

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.

Te Mauri o Rongo – The New Zealand Health Charter

The foundation for how we ensure our people are empowered, safe and supported while working to deliver a successful healthcare system, is Te Mauri o Rongo – the New Zealand Health Charter. It guides all of us as we work towards a healthcare system that is more responsive to the needs of, and accessible to all people in Aotearoa New Zealand.

It applies to everyone in our organisation and sits alongside our code of conduct as our guiding document.

Te Mauri o Rongo consists of four pou (pillars) within it, including:

Wairuatanga – working with heart, the strong sense of purpose and commitment to service that health workers bring to their mahi.

Rangatiratanga – as organisations we support our people to lead. We will know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all.

Whanaungatanga – we are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe.

Te Korowai Āhuru – a cloak which seeks to provide safety and comfort to the workforce.

These values underpin how we relate to each other as we serve our whānau and communities.

Together we will do this by:

- caring for the people
- recognising, supporting and valuing our people and the work we all do
- working together to design and deliver services, and
- defining the competencies and behaviours we expect from everyone.

About the role

The primary purpose of the role is to:

- Provide assessment and management of gastroenterology patients in the vibrant multi-cultural Counties-Manukau population.
- Review and manage patients in the outpatient setting, as well as provide oversight and supervision of Nurse, Fellow and Registrar Clinics.
- Conduct endoscopy procedures (diagnostic, therapeutic, interventional) in outpatient as well as inpatient settings.
- Provide inpatient consultations for patients referred by other Counties Manukau clinicians, the provision of advice to general practice and the participation in multi-disciplinary meetings.
- Report on a full range of investigations, involve in service development and in quality improvement initiatives.
- Provide evening and weekend on call cover as required.

The successful applicant will join a friendly, collegial, and supportive multidisciplinary team.

Key Result Area	Expected Outcomes / Performance Indicators
Outpatient Clinics	<p>The primary responsibility will be to provide a specialist opinion including diagnosis and management plan, and ongoing assessment and management of the complex clinical problems.</p> <p>In clinic the consultant will be accountable for:</p> <ul style="list-style-type: none"> • Providing such an opinion, attending the clinic at the appointed times. • Communicating effectively with the patient and referring general practitioner or specialist

	<ul style="list-style-type: none"> • Using resources (investigations, treatments, and the clinic time itself) in a rational way within agreed protocols and guidelines (where they exist) • Being available to sign letters. <p>Each clinic includes the following activities:</p> <ul style="list-style-type: none"> • Patient contact time • Contact with families and caregivers • Grading new referrals using agreed prioritisation criteria • Liaising with referring GP's to discuss new referrals • Checking and reviewing results of investigations • Following up discharged patients to monitor progress • General administration time • Consulting with other specialists • Obtaining informed consent in accordance with guidelines • Teaching and supervision of trainees <p>Successful performance will be measured by meeting relevant key performance indicators of the medical services business plan, and including regular attendance, patient and referring clinician satisfaction, audit of clinic letters (with particular reference to the problem list and management plan), audit of management of waiting times against agreed targets, audit of management of DNA rates against agreed targets.</p>
<p>Ward rounds, Ward Consultations, and Miscellaneous Ward duties</p>	<p>During ward rounds the primary responsibility will be to review the clinical history and findings, to review the management plan, to ensure that this is being actioned by relevant staff (investigations and treatment), to ensure effective education and communication (with patients, their families, and other health professionals), and to supervise the discharge summaries.</p> <p>The consultant will be accountable for:</p> <ul style="list-style-type: none"> • Attendance at the ward rounds. • Supervision of the activities of the junior medical staff, rational use of resources (within agreed protocols and guidelines where they exist) • Regular review of the medication chart and problem plan. • Formal ward rounds each week are undertaken (actual days to be confirmed) during which all new patients will be seen and the progress of all patients reviewed. <p>The activities included and associated with these ward rounds will not necessarily be undertaken consecutively or sequentially include:</p> <ul style="list-style-type: none"> • Supervision of discharge summaries • Teaching and supervision of trainees • Attending the ward based multidisciplinary team meeting • Attending and actively supporting the ward based teaching meeting for junior staff

	<p>Successful performance will be measured by meeting relevant key performance indicators from the medical services business plan, and including timely attendance at the ward rounds, patient satisfaction, at least 95% of new patients being seen within 24 hours of admission, and the remainder within 48 hours (except in exceptional circumstances, or where protocols have been met), consultant assessment recorded in the notes of each ward round and effective supervision of house surgeon and registrar discharge notes.</p>
<p>Consultations and Referrals</p>	<p>The consultant receives referrals or requests for opinions and advice from other specialists concerning their patients.</p> <p>The consultant is primarily responsible for the provision of this advice following assessment of the patients.</p> <p>The consultant is accountable for responding to such requests, supervision of Registrar where the Registrar has conducted initial investigations, and overseeing any actions taken.</p> <p>Activities included in this are;</p> <ul style="list-style-type: none"> ● patient contact time ● contact with families and caregivers ● checking and reviewing management and problem plans ● checking and reviewing medication charts ● consulting with other specialists ● correspondence <p>Successful performance will be measured by meeting relevant key performance indicators from the medical services business plan, and including patient satisfaction, referring clinician satisfaction.</p>
<p>Registrar Clinic and Supervision Teaching</p>	<p>The department has a major educational role of many health professionals including medical staff, medical students, nurses, nursing students and allied health students.</p> <p>The physician will be expected to actively participate in educational programmes.</p> <p>The physician will be expected to supervise the clinical work of junior medical staff, nurse specialists, and students attached to the department.</p> <p>Senior medical officers are expected to demonstrate a leadership role by setting an example in terms of promoting the values of the organisation: care, responsibility, professionalism, teamwork and innovation.</p>
<p>Outpatient Referral Grading</p>	<p>Grading referrals is a necessary task in triaging the urgency of outpatient clinic access, including</p> <ul style="list-style-type: none"> ● Reviewing new referrals to prioritise and assess

	<ul style="list-style-type: none"> liaise with referring GP's to discuss new referrals
<p>Clinical Meetings</p>	<ul style="list-style-type: none"> Attendance at radiology meeting Preparation of cases. Attendance at departmental meeting. Attendance at others service specific meetings
<p>Liaison and Coordination Activities</p>	<p>The consultant is primarily responsible for facilitating the successful co-ordination of patient care and associated support activities through effective participation.</p> <p>The consultant is accountable for regular and timely attendance at all such scheduled activities, full participation in these, and effective use of the time available.</p> <p>Activities included within this section include:</p> <ul style="list-style-type: none"> clinical meetings (to review and discuss cases) departmental quality improvement, peer review, and clinical audit programs Personal literature review - including active participation in-house journal review meetings. preparation of materials for and provision of formal teaching
<p>Non Clinical Duties</p>	<p>Continuing Medical Education</p> <p>Continuing medical education (CME) is considered a priority. The department will assist the physician to achieve the CME requirements set out by their professional body. It is expected that the physician will attend department academic meetings; grand round and support the academic programme wherever possible.</p> <p>Audit</p> <p>The department uses performance based management, which involves a commitment to clinical measurement and audit. The physician is expected to contribute and encourage these processes with the aim of improving the quality of clinical care.</p> <p>Research</p> <p>The department actively encourages research, particularly on clinical issues. The physician will receive support from management to pursue research interests provided clinical responsibilities are covered.</p> <p>Administration</p> <p>Efficient administration systems are an important component of a quality service. Protected time will be allocated for administration (non-clinical), particularly for timely signing off of patient results (clinical</p>
<p>Record Keeping</p>	<p>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.</p>

<p>Problem Complexity</p>	<p>The role involves managing a wide range of complex clinical conditions requiring prioritisation, sound judgement, and time management while maintaining high-quality patient care.</p> <p>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.</p> <ul style="list-style-type: none"> • 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 failure to meet Ministry of Health targets. • Will refer to the clinical head for advice or second opinion.
<p>Te Tiriti o Waitangi</p>	<ul style="list-style-type: none"> • Remains focused on the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori. • Supports tangata whenua- and mana whenua-led change to deliver mana motuhake and Māori self-determination in the design, delivery and monitoring of health care. • Actively supports kaimahi Māori by improving attraction, recruitment, retention, development, and leadership.
<p>Equity</p>	<ul style="list-style-type: none"> • Commits to helping all people achieve equitable health outcomes. • Shows a willingness to personally take a stand for equity. • Supports Māori-led and Pacific-led responses.
<p>Innovation & Improvement</p>	<ul style="list-style-type: none"> • Is open to new ideas and create a culture where individuals at all levels bring their ideas on how to 'do it better' to the table. • Models an agile approach – tries new approaches, learns quickly, adapts fast. • Develops and maintains appropriate external networks to support current knowledge of leading practices.
<p>Collaboration and Relationship Management</p>	<ul style="list-style-type: none"> • Models good team player behaviour, working with colleagues to not allow silo thinking and behaviour at decision making level to get in the way of doing our best and collegially supports others to do the same. • Works with peers in Hauora Māori Service and Pacific Health Business Unit to ensure the voice of and direct aspirations of Māori and Pacific People are reflected in planning and delivery of services.

Health & safety	<ul style="list-style-type: none"> • Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. • Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. • Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	<ul style="list-style-type: none"> • Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. • Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. • Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.

Matters which must be referred to the Service manager and Clinical Head, Gastroenterology.

- Patient care issues including patient feedback
- Matters relating to junior doctors
- Financial matters
- Personnel management matters
- Request for information from outside of the organization
- Regional and national matters

Relationships

External	Internal
<ul style="list-style-type: none"> • General practitioners • Families, whanau and caregivers • Clinicians from other district health boards 	<ul style="list-style-type: none"> • Clinical Director - Medicine • Clinical Head of Department • Deputy Clinical Head of Department • General Manager – Medicine services • Service Manager - Gastroenterology • All gastroenterology service multidisciplinary team members including physicians, nurses and allied health staff. • Clinical and Administrative staff in Outpatient clinics • Other Counties employees

About you – to succeed in this role

You will have

Essential:

- A qualification that entitles the applicant to vocational registration as a physician by the NZ Medical Council i.e. a recognised qualification from the Royal Australasian College of Physicians
- Advanced training in Gastroenterology
- Experience working in a Gastroenterology service.
- Have demonstrated ability to manage gastroenterology conditions
- Ability to report gastroenterology investigations.
- Demonstrated commitment to continuing education
- Ability to improve own efficiency, and monitors own performance to identify areas for improvement, demonstrated commitment to ongoing education
- A sound level of insight into own strengths and weaknesses and be committed to self- improvement
- Ability to ensure that all aspects of solutions and judgements are well thought through and are supported by the evidence
- Commitment to cultural awareness and its application in practice
- Ability to use initiative and problem-solving skills to develop innovative approaches to issues.

Desired:

- Current and relevant work experience in New Zealand or a similar environment
- Proven expertise / experience in managing complex gastroenterology conditions.
- Experience in implementing Te Tiriti o Waitangi in action.

You will be able to

Essential:

- Demonstrate an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role.
- With the support of Health NZ, proactively take care of your own health and safety, to ensure a safe and supportive work environment.
- Maximise the quality and contributions of individuals and teams to achieve the organisation's vision, purpose and goals.
- Be patient focused, display respect, politeness and empathy when interacting with patients and their family/whanau.
- Establish and maintain positive working relationships with people at all levels within the public and private sectors, related industry and community interest groups and the wider national and international communities.
- Demonstrate a strong drive to deliver and take personal responsibility.

- Demonstrate self-awareness of your impact on people and invests in your own leadership practice to continuously grow and improve.
- Promote a safe and quality focused work environment by demonstrating safe work practices, reviewing practice, identifying areas of improvement and acting accordingly, and initiating and participating in quality audits and risk management activities
- Exercise, in conflict situations, sound judgement, negotiation, and persuasiveness skills, toward facilitating a workable outcome.
- Support junior staff by setting clear expectations, by encouraging and providing constructive feedback, and demonstrating leadership.
- Demonstrate the highest standards of personal, professional and institutional behaviour through commitment, loyalty and integrity.
- Be tactful, diplomatic and handle information in a discreet and sensitive manner.
- Demonstrate ability to access and use available clinical information systems.
- Be conversant with applications required for specific discipline/role. For example, i.PM, Clinical Portal, Outlook, etc.
- Maintain own professional development by attending relevant IT educational programmes.

Desired:

- Demonstrate highly developed communication, listening and conflict resolution skills
- Be enthusiastic and committed to demonstrating respect for other staff, clients and community group members
- Demonstrate confidence in people and belief in their abilities

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

**The reference to salary band in this position description is for internal benchmarking and role sizing purposes only. The salary band designation does not form a term or condition of employment and may be changed by the employer at any time. In accepting a Health NZ employment agreement you acknowledge and accept this. Changes to the salary band will not affect an employee's current salary or remuneration.*