

Te Whatu Ora

Health New Zealand

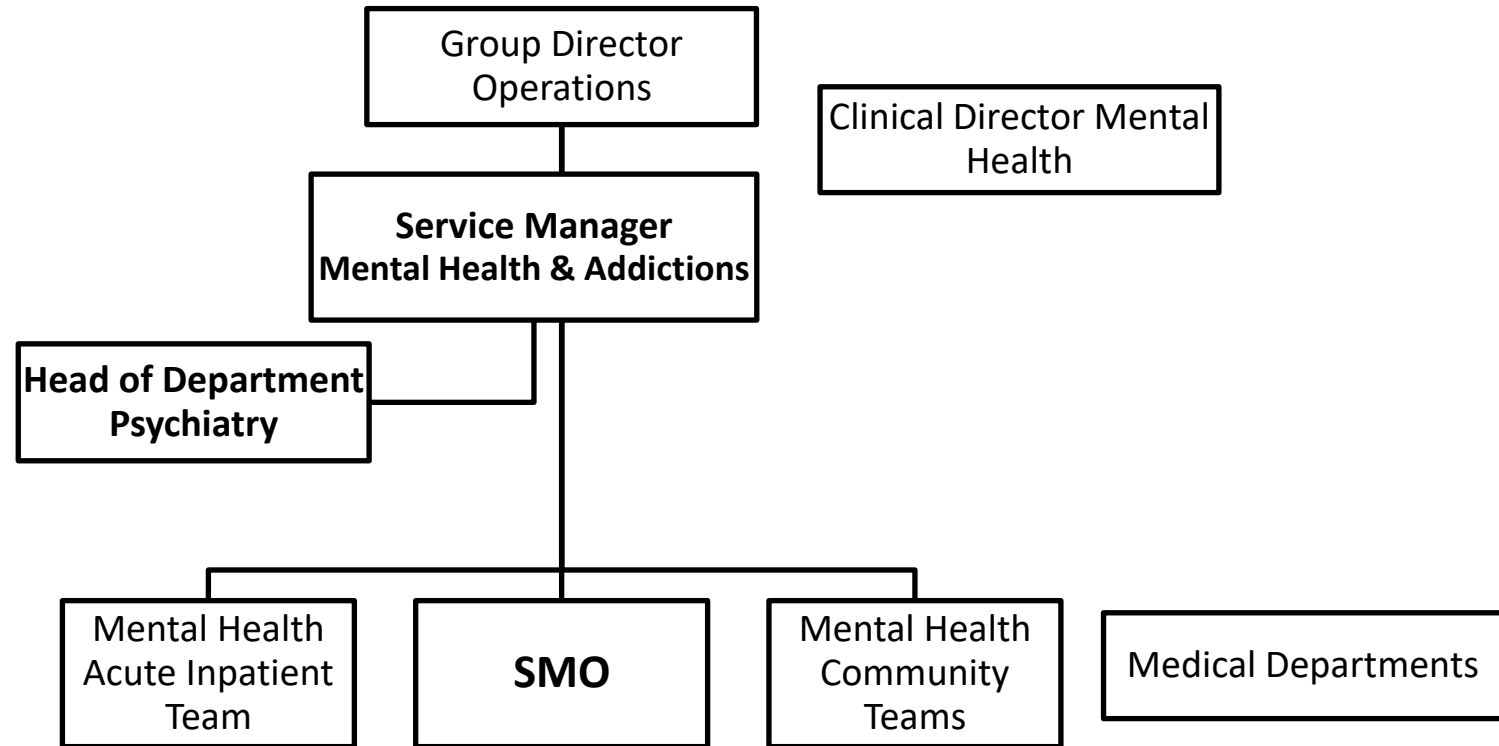
Lakes

POSITION DESCRIPTION

Position	Hospital Consult Liaison Psychiatrist	Direct Reports	Nil
Responsible To	Service Manager Mental Health & Addiction Services – Operational Issues Clinical Director Psychiatry – Clinical and Professional Issues	Location	Rotorua and Taupō
Functional Relationship	Head of Department Psychiatry Director of Area Mental Health Services (DAMHS)	Financial Delegations	Nil
Relationships Internal	Service Manager Mental Health Clinical Director Psychiatry Head of Department Psychiatry Director of Area Mental Health Services (DAMHS) Clinical (Nurse) Managers Clinical Nurse Leaders Associate Director of Nursing (ADoN) Nurse Practitioners Quality Coordinator Mental Health Nursing Staff Medical Staff Allied Health Staff Maori Administration Staff Duty Managers Maori Health Teams Te Aka Matua Team Multi-Disciplinary Teams Clinical Nurse Educators Clinical Nurse Specialists Clinical Nurse Directors Other Departments	Relationships External	Tangata Whaiora (Patients) Family, Whanau, Caregivers Community Agencies Other Health Providers (GPS; etc) Social Services

Date

November 2023



1. Primary Purpose(s) of the Position

Act as the key point of contact for all non-mental health hospital departments to offer senior advice and support in the assessment and diagnosis of patients presenting with suspected mental health conditions.

A significant part of the role will be to provide informal and formal teaching and training to hospital colleagues.

Liaise with other hospital departments by taking part in and providing insight or direction into complex case work; contributing to the overarching formulation of patient care and planning within the scope of Multi-Disciplinary Team approach.

Support the team and nurse prescribers to make safe and effective prescribing decisions on the cases presenting
The role may include shared management of patients with multiple, long-term chronic health conditions and liaise with clinical staff in other specialties.

The role provides some scope to liaise with primary care partners in conjunction with the GP liaison.

The role will require knowledge and application of the Lakes Mental Health & Addiction Service Model of care “**Te Ara Tauwhirotanga - Pathways that lead us to act with kindness**” to provide the optimal environment and service to effect Tangata Whaiora (patient’s) wellness and recovery.

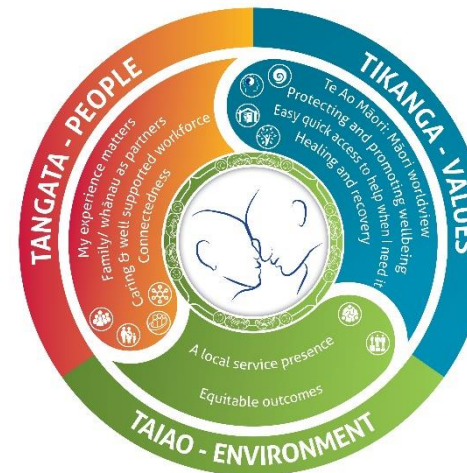
Te Ara Tauwhirotanga- Pathways that lead us to act with kindness

Model of Care for Mental Health and Addictions for Te Whatu Ora Lakes area

- **Tangata – People**
 - My experience matters
 - Family/Whānau as partners
 - Caring and well supported workforce
 - Connectedness

- **Tikanga –Values**
 - Te Ao Maori: Maori worldview
 - Protecting and promoting wellbeing
 - Easy quick access to help when I need it
 - Healing and recovery

- **Taiao – Environment**
 - A local service presence
 - Equitable outcomes



Key Objectives

Clinical Practice

Model expertise in bio-psycho-social-cultural assessments and formulation in all aspects of management with whaiora /service users in a multi-disciplinary team context.

Expected Outcomes

- Provide psychiatric expertise in all aspects of the care provided to service users through the day-to-day operations of the service, e.g. clinical reviews, daily planning, hand-overs, etc.
- Provide psychiatric consultation to care co-ordinators/multidisciplinary team members.
- Liaise with other medical services where necessary for example, Physicians, GPs, NGOs; etc.

Key Objectives	Expected Outcomes
Professional Responsibility Practice in accordance with legal, ethical, cultural safety and professional standards.	<ul style="list-style-type: none"> • Act as Responsible Clinician for clients under the Mental Health Act and carry out all duties and obligations of the role of Responsible Clinician within the meaning of the term in the Mental Health (Compulsory Assessment & Treatment) Act 1992. • Participate in the on-call after hours SMO roster. • Participate in peer review / feedback. • Participate in own performance development and review. • Maintain a professional obligation to remain informed about all clinical issues pertinent to whaiora/service and whilst liaising with other agencies. • Maintain a professional obligation to remain informed about all clinical issues pertinent to whaiora/service users and their families/whanau. • Attend CME meetings and/or conferences. • If eligible, main up to date supervisor status with regards to RANZCP requirements.
Own Professional Research Assumes responsibility for own professional development.	<ul style="list-style-type: none"> • In addition to his/her role in the continuing medical education of colleagues, the SMO will keep up to date with relevant literature in respect of clinical matters, medical management topics, including quality assurance and medical audit. • As appropriate, and as approved by the Clinical Director, the SMO will attend Conferences on relevant topics both in New Zealand and overseas, and will attend local post-graduate medical meetings; in respect of such meetings and Conferences, the SMO will report to his colleagues and thereby share – with them the information and knowledge obtained. • The SMO will develop with appropriate management support to the best of their ability computer literacy to enable the SMO to best utilise modern technology.
Quality Assurance Demonstrate a commitment to clinical leadership in co-operation with the Service Clinical Director and Operations Manager.	<ul style="list-style-type: none"> • Positively contribute to a multidisciplinary service culture of respect, cooperation, best evidence based practice, research and innovation. • Identify situations of clinical risk and takes appropriate action., • Demonstrate commitment to quality improvements, risk management and resource utilisation by: <ul style="list-style-type: none"> ○ Having input into policy, protocol, clinical standards ○ Conducting audits ○ Reviewing clinical practice ○ Identifying and minimising organisational risk ○ Participating in Learning Reviews, Morbidity and Mortality meetings, Case review and Debriefs. ○ Assist in the implementation of initiatives to address inequity for Maori. ○ Follow Lakes Lakes Policy guidelines.
On-Call duties	<ul style="list-style-type: none"> • Roster frequency 1:6 (2nd on-call), general psychiatry cover (adults, adolescents and older adults). Average 4.33 hours' actual working time per week per psychiatrist. • Accept a roster that ensures 24-hour service delivery to cover psychiatric emergencies • Accept direct referrals from the ED and psychiatric referrals from other disciplines in the general hospital

Key Objectives

Expected Outcomes

- Provide consultative advice to GPs
- Available to acute psychiatric ward, Mental Health Inpatient Unit staff
- Under the direction of the Service Manager, during regular hours provide the scheduled clinical sessions for colleagues who are unexpectedly unavailable for any reason, so as to ensure least service disruption.
- Medical consultation to Crisis Services will be ensured in order to action all client approaches to the service.
- Be the Responsible Clinician for all Mental Health Act patients when on call out of hours as delegated by the DAMHS.
- Provision of training and supervision of registrars after hours
- When on-call during the week (Monday–Friday) the hours are 0800 – 1600 and 1600 – 0800 as per the Out of Hours roster.
- When on-call for the weekend the hours are 1600 Friday – 0800 Monday
- When on-call the psychiatrist will remain immediately available to respond by phone and able to attend the hospital within (1 hour)

NOTE: *The average level of call-back and acute call activity will be reviewed and amended as changes to staffing occur or as required.*

Record Keeping and Quality Assurance

Demonstrates a commitment to clinical leadership in cooperation with the Clinical Director Psychiatry and Operational Managers

- To provide advice to the Service Manager / Clinical Director on Standards of Practice.
- As required by the Service Manager Mental Health & Addiction Services, the Psychiatrist will participate in the formulation and implementation of a Quality Assurance Programme which includes the establishment and review, within an agreed time frame, of protocols and procedures for the Mental Health & Addictions Service.
- Participate to ensure that Mental Health & Addiction Services are prepared for accreditation when such accreditation is due.
- Demonstrate commitment to the employer’s philosophy of Continuous Improvement and will participate actively in service and individual credentialing systems as these evolve within Te Whatu Ora Lakes.
- In order to maintain high standards of practice, the Psychiatrist will participate regularly with colleagues within and outside the service in a process of peer review and continuing medical education.
- Patient records will be comprehensive, accurate, timely and legible.
- Quality assurance requirement for patient records will be maintained and monitored.
- Referring agencies will receive written reports.
- Information will be made available for input to the patient database.
- Contributions to staff records will be completed as required.

Clinical Resource Management

- Advise the Service Manager Mental Health and Head of Department Psychiatry immediately of any illness which will prevent the Psychiatrist from performing their duties.
 - In the event of civil emergency, the Psychiatrist will carry out such other duties as may be required by the Service Manager Mental Health.
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Key Objectives**Expected Outcomes**

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- Facilitate, as appropriate consultation with other Mental Health service professionals in respect of care of patients and will encourage and participate in multidisciplinary team meetings discussing the care and treatment of patients.
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Cultural Awareness, Practice & Advocacy

- Respect the role of any independent whaiora/service user advocate.
 - Respect cultural concerns and ensure cultural safety in whaiora/service user contacts.
 - Respect the whaiora's/service user's dignity and rights and ensures that informed consent is obtained in accordance with service policy before undertaking any procedures.
 - Utilises Te Ara Tauwhirotaanga – “Pathways that lead us to act with kindness” model of care to engage with services users/whaiora, whanau/family, visitors and multidisciplinary teams.
 - Incorporates and follows the principles of the model of care Te Ara Tauwhirotaanga into day to day business activities.
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Key Interpersonal Relationships


Promotes and participates in effective teamwork within your multidisciplinary team.




- Communicates and Collaborates with other health professions, community organisations and whanau/family to achieve best health outcomes.
 - Develops and maintains effective therapeutic relationships with whaiora/service users and their family/whanau and promotes and encourages others in the multidisciplinary team to do so as well.
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Statutory requirements

- The Mental Health (Compulsory Assessment and Treatment) Act 1992; and the Amendment Act 2021
 - Responsible Clinician role under the MH(CAT)Act 1992 and the Amendment Act 2021.
 - Criminal Procedure (Mentally Impaired Persons) 2003
 - Alcohol and Drug Act
 - Protection of Personal and Property Rights Act 1988
 - Code of Health and Disability Services Consumers' Rights
 - Privacy Act 2022
 - Health Information Privacy Code 2020
 - Substance Addiction (Compulsory Assessment and Treatment Act) 2017 - (SACAT).
 - The requirements of the Mental Health (Compulsory Assessment and Treatment) Act, the Criminal Procedure (Mentally Impaired Persons Act, the Children and Young Persons Act, Alcohol and Drug Act and all other associated acts relevant to the clinical practice of psychiatry will be observed.
 - The psychiatrist will carry out all duties and obligations of the role of Responsible Clinician within the meaning of the term in The Mental Health (CAT) Act 1992 and The Amendment Act 2021.
 - The psychiatrist will apply for appointment by the Review Tribunal under Sections 59 and 60 of The Mental Health (CAT) Act 1992 and The Amendment Act 2021 (if eligible for appointment) and will then review patients as required.
 - Procedures involving patients will meet statutory requirements and be fair and clinically appropriate.
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Key Objectives	Expected Outcomes
Teaching and Training Provides teaching/supervision of junior Medical Staff, medical students	<ul style="list-style-type: none"> Any observed deficiency in the system will be promptly investigated and dealt with appropriately following discussions with the Service Manager. Take an active role in health promotion and participate in formulating policies that will analyse service activities in this area and advise other professionals accordingly. Will instruct, guide, and supervise the work of Junior Medical staff during the course of regular clinical duties, special individual, group or in-service sessions.
Utilisation of Telehealth Provision of patient centric care which will give patients the option of telephone or video appointments where there is no need for an in-person appointment.	<ul style="list-style-type: none"> Service provision is in line with the New Zealand Health Strategy and the New Zealand Medical Council guidelines to Telehealth Position statement to provide care “closer to home”. Provision of patient centric carer which will give patients the option of telephone or video appointments where there is no need for an in-person appointment. Advise patients in the use of tele-monitoring devices (where appropriate) and provide follow-up care to prevent unnecessary hospital admissions.

Key Objectives	Description	Expected Outcomes
Communication and Personal Interaction <p style="text-align: center;">Te Ringa Hora</p>  <p><i>the open hand (denoting someone who is sociable)</i></p>	Openly communicates and cooperates with all levels of Lakes employees, patients and visitors.	Builds and maintains open respectful relationships. Openly and constructively participates in conversations with multidisciplinary team, patients, managers and visitors. Accepts differences of opinion can occur but these happen respectfully.
Strategy & Performance	Spends energy on delivering role requirements and meeting objectives.	Has an energetic approach to work and is self-motivated.

Key Objectives	Description	Expected Outcomes
<p data-bbox="288 201 495 228">Te Ringa Raupā</p>  <p data-bbox="300 264 456 280">Te Ringa Raupā</p> <p data-bbox="170 379 618 440"><i>the roughened hand (symbolising a hard worker)</i></p>	<p data-bbox="647 209 1037 268">Organises own time to deliver on required tasks and duties.</p>	<p data-bbox="1178 209 2051 268">Accepts direction and instruction of manager but is able to work effectively without direct guidance.</p> <p data-bbox="1178 280 1879 308">Maintains expected productivity in line with assigned duties.</p>
<p data-bbox="170 472 495 499">Development and Change</p> <p data-bbox="282 512 506 539">Te Ringa Ahuahu</p>  <p data-bbox="300 616 472 632">Te Ringa Ahuahu</p> <p data-bbox="170 667 618 759"><i>the hand that shapes or fashions something (refers to someone who is innovative)</i></p>	<p data-bbox="647 472 1077 563">Accepts change in day to day practices and contributes to decision making of the team.</p> <p data-bbox="647 584 1014 639">Makes suggestions to increase efficiency of the unit.</p>	<p data-bbox="1178 472 2069 531">Constructively makes suggestions to improve process or practices and gain efficiencies.</p> <p data-bbox="1178 584 2007 639">Demonstrates positive attitude and responsiveness to opportunities for improvement.</p> <p data-bbox="1178 651 1402 678">Is solution focused.</p> <p data-bbox="1178 691 2040 746">Undertakes and manages a specific portfolio of responsibilities as agreed with the CNM.</p>
<p data-bbox="170 775 465 802">Personal Accountability</p> <p data-bbox="288 826 495 853">Te Ringa Tōmau</p>  <p data-bbox="405 911 488 943">Te Ringa Tōmau</p> <p data-bbox="215 1007 573 1038"><i>the hand that is trustworthy</i></p>	<p data-bbox="647 775 1088 866">Is open with manager and colleagues and open to accepting feedback and critique to improve upon practice.</p> <p data-bbox="647 935 1088 1023">Looks for and undertakes development activities appropriate for role and career development.</p>	<p data-bbox="1178 775 1888 802">Offers and receives constructive critique of practice and self.</p> <p data-bbox="1178 815 2024 874">Shows respect and establishes rapport when responding to the different needs of people and practice situations.</p> <p data-bbox="1178 887 2007 914">Advises manager whenever issues may be impacting on performance.</p> <p data-bbox="1178 935 2085 991">Recognises areas that could be improved in own practice and takes action to address those needs.</p>

Key Objectives

Culture and Values

Te Ringa Taurima



*the hand that nurtures, encourages,
supports*

Description

Operates in line with Lakes values and expectations and professional codes of conduct.

Expected Outcomes

Demonstrates manaakitanga, respect, integrity and accountability in every day performance.
Incorporates the Lakes Way into day to day business activities.
Demonstrates the culture and the agreed behaviours of Te iti Kahurangi.
Shows respect for patients, colleagues, managers, Multi-disciplinary team and others.

Compulsory Requirements

Māori Health

Māori philosophies and values of health are demonstrated in work practice.

Expected Outcomes

Meaningful relationships are established with Te Aka Matua (Rotorua and Taupo Hospitals) and Lakes Maori Health division in the planning and delivery of services.
Practices are consistent with Te Tiriti o Waitangi /The Treaty of Waitangi when working with Māori.
Delivery of safe services for Māori are facilitated by ensuring they can access treatment options and are involved in the planning and delivery of their care.
Māori are enabled to access and participate in cultural activities provided by the Lakes.
A commitment to improving the wellbeing of Māori by increasing cultural knowledge in the Lakes is shown.

Te Iti Kahurangi

The Lakes Way, Our Place Our Culture.

Works within the Te Iti Kahurangi framework and supporting guide document.

Record Keeping

Complies with the Lakes Corporate Records Management policy to create and maintain full and accurate records.

Quality & Risk

Patient safety is paramount to the service we deliver at Lakes. This is to be achieved in a clinical governance framework that is culturally responsive and identifies and manages risk and opportunities to improve.

Employees are supported to lead by example and implement a culture of continuous quality improvement.
Risks that may prevent Lakes from achieving their goals are identified, reported, and managed.
Māori patients are provided patient-centred care to achieve positive Māori health outcomes.
Needs of Māori are reviewed and reported in the further development of practice, process and or policy.
Evidence-based methodologies are used to support improvements, e.g. Kaupapa, Māori methodology.
Quality care is provided to certification standards.

Compulsory Requirements

Expected Outcomes

Health & Safety

Each individual is responsible for ensuring the safety of themselves, their colleagues, patients and their visitors and to comply with all organisational health and safety policies, procedures and guidelines.

- Implementation and reinforcement of a proactive healthy work place culture which reflects relevant Lakes policy and legislative requirements.
- Healthy lifestyles are actively promoted and participated in, within the work area.
- Employees participate in Health and Safety within areas of work.
- Health and Safety activities are appropriately documented within specified timeframes.
- Health and Safety policies have been read and understood and are applied in the workplace.
- Health and Safety policies are appropriately documented within specified timeframes and incidents are reported immediately.
- Any opportunities for improving Health and Safety are reported and acted upon in a timely manner.
- All near misses/incident/accidents are reported to the appropriate line manager within 24 hours.

VARIATION TO JOB DESCRIPTIONS

Job descriptions shall be varied from time to time to record any agreed changes to rosters and staffing levels.

Signatures:

Line Manager:

Position Description Approved: _____

Employee:

Acceptance of Position Description: _____

(Please also initial all other pages to show acceptance of position description.)

Person Specification

Essential

Desirable

Education and Qualifications

- Basic medical qualifications recognised by the Medical Council of New Zealand
- Post graduate qualifications and experience eligible for vocational registration by the Medical Council of NZ
- Current Practising Certificate
- Medical Indemnity Insurance


Qualification or higher degree in medical education, clinical research or management.
Current drivers' license.

Experience

Clinical Ability

- Possess clinical practice skills and competencies appropriate to vocational specialty of Hospital liaison
- Undergraduate or post graduate teaching

Experience in Hospital Consult Liaison

Person Specification	Essential	Desirable
Knowledge	<ul style="list-style-type: none"> ▪ Evidence of Continuing Medical Education and Professional Development ▪ Involvement with Quality Assurance or Continuous Improvement Programmes. <hr/> <ul style="list-style-type: none"> ▪ Te Tiriti O Waitangi in the provision of health care services and support to Māori. ▪ Te Tiriti O Waitangi in practice, process, policy development and decision making. ▪ Possess clinical practice knowledge appropriate to vocational specialty of Hospital liaison ▪ Possess clinical practice knowledge appropriate to vocational specialty of Hospital liaison 	<p>Knowledge of Disability Support sector networks, Rehabilitation Sector and Maori systems and networks. Have an awareness of Iwi and Hapu within the boundaries of region.</p>
Skills	<ul style="list-style-type: none"> ▪ Pronunciation of Te Reo Māori words and names. ▪ Is able to use standard computer software applications and clinical patient record systems used by Lakes. ▪ Clinical expertise in assessment and various therapeutic interventions addressing the medical social, occupational, behavioural and emotional needs of our whaiora/service users ▪ Communication skills in consultation, networking and liaison ▪ Ability to work collaboratively within a multidisciplinary team ▪ A commitment to biculturalism and a commitment to achieving equitable outcomes for Maori ▪ 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. 	<p>Proficiency in tikanga and Te Reo.</p>
Personal Attributes	<ul style="list-style-type: none"> ▪ Organisational and time management skills. ▪ Ability to work under pressure ▪ 	<p>Non-smoker preferred.</p> <div data-bbox="1473 1225 1839 1321" style="text-align: center;">  </div> <p>Flexibility and lateral thinking.</p>

2. About Te Whatu Ora – Lakes

At Lakes we place the highest value on the health and wellbeing of everyone in our community. As such all healthcare workers are expected to play a part in the creation and promotion of an environment which lives the following vision, mission and values:

Vision

Healthy Communities – Mauriora! In this vision Mauriora refers to the Mauri - being the life essence and the source of well-being, and ora - describing the state of wellness.

Strategic Mission

- Achieve equity in Māori health.
- Build an integrated health system.
- Strengthen people, whanau and community wellbeing.

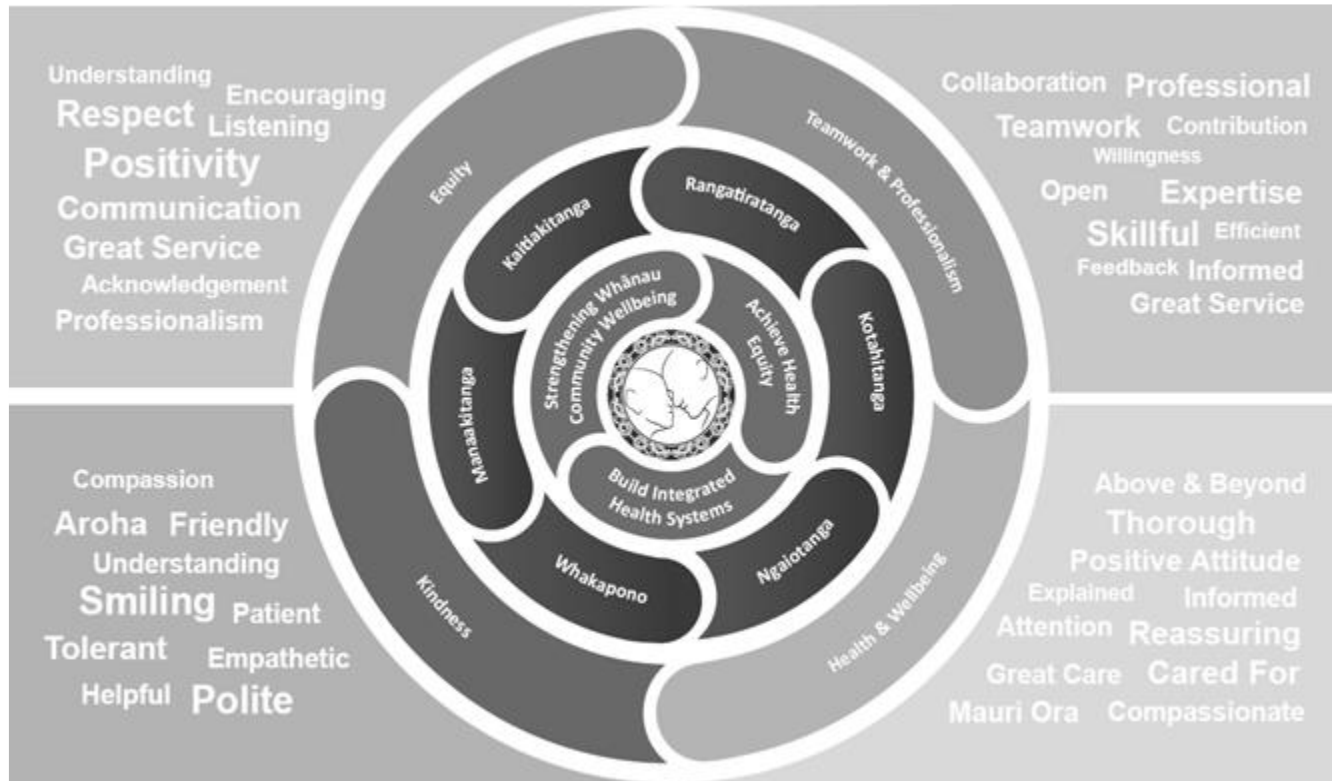
Three Core Values

Manaakitanga Respect and acknowledgment of each other's intrinsic value and contribution.

Integrity Truthfully and consistently acting collectively for the common good.

Accountability Collective and individual ownership for clinical and financial outcomes and sustainability.

3. Te Iti Kahurangi – The Lakes Way, Our Place, Our Culture – We Will



4. Te Tiriti O Waitangi

Our expression of Te Tiriti o Waitangi

The text of Te Tiriti, including the preamble and the three articles, along with the Ritenga Māori declaration, are the enduring foundation of our approach to achieving health and independence. Based on these foundations, we will strive to achieve the following four goals, each expressed in terms of mana.

Mana whakahaere

Effective and appropriate kaitiakitanga and stewardship over the health and disability system. Mana whakahaere is the exercise of control in accordance with tikanga, kaupapa and kawa Māori. This goes beyond the management of assets and resources and towards enabling Māori aspirations for health and independence.

Mana motuhake

- Enabling the right for Māori to be Māori (Māori self-determination); to exercise their authority over their lives and to live on Māori terms and according to Māori philosophies, values and practices, including tikanga Māori.

Mana tangata

Achieving equity in health and disability outcomes for Māori, enhancing the mana of people across their life course and contributing to the overall health and wellbeing of Māori.

Mana Māori

Enabling Ritenga Māori (Māori customary rituals), which are framed by te ao Māori (the Māori world), enacted through tikanga Māori (Māori philosophy and customary practices) and encapsulated within mātauranga Māori (Māori knowledge).

Lakes is committed within the framework of the New Zealand Public Health and Disability Act (2000) to supporting the Crown’s commitment to upholding its Tiriti promises.

5. Organisation Structure

