





Position Description

Position Title	Geriatrician/General Physician
Service Group	Medical Cluster
Team	Heath In The Aging, Acute and General Medicine
Reports to	Clinical Leader and Business Leader – Medical Cluster
Direct Reports	N/A
Authority Level	N/A

Our Values – CARE

Value	Value Statement	Action	Outcome
 Compassion	Show compassion	I will <ul style="list-style-type: none"> • treat everyone with empathy and compassion • respect everyone • recognise the suffering of others and take action to help • preserve people's dignity 	<ul style="list-style-type: none"> • People I come into contact with at work will feel cared for and respected. • People I work with will experience a positive culture and environment.
 Attitude	Have a “will-do” attitude	I will <ul style="list-style-type: none"> • work constructively with people • lead by example • promote positive attitudes to healthy living • support patients to make choices that will improve their health 	<ul style="list-style-type: none"> • People I work with will observe the partnership model in action. • High levels of staff engagement will be observed. • People I work with will observe positive behavioural modelling.
 Responsiveness	Be responsive	I will <ul style="list-style-type: none"> • respond to people's needs in a timely and appropriate way • recognise and respect individual needs and requirements. • interact in ways which are culturally sensitive, and responsive, to our communities 	<ul style="list-style-type: none"> • People I work with will observe my Cultural sensitivity and responsiveness. • People I work with will observe my Adaptability and Flexibility.
 Excellence	Strive for excellence with diligence	I will <ul style="list-style-type: none"> • strive to do the right thing in the right way, each and every time • do the best we can, with the resources we have, at the time • encourage and support all to participate in educational opportunities and to up-skill • recognise and celebrate when people deliver on excellence • recognise that excellence is a dynamic concept, and will continuously strive for improvement 	<ul style="list-style-type: none"> • People I work with will be able to note my consistently high achievement. • People I work with will notice my Resource prioritisation and Continuous improvement approach to work.

BOPDHB is committed to the Treaty of Waitangi principles of Partnership, Participation and Protection, and to meaningful engagement in decision-making with Tangata Whenua at strategic, operational and service levels. Delivering this commitment is through: the implementation of our He Pou Oranga Tangata Whenua Determinants of Health framework: respect for and promotion of our Kawa and Tikanga Maori; ensuring cultural safety; seeking to eliminate disparities in health between Maori and Non Maori. All staff have a part to play in this commitment.



Primary Purpose

As a member of the Health In Aging and Medical Services team, provide efficient and high quality investigation and treatment services to the community served by Bay of Plenty DHB.

Principal Accountabilities – Geriatrician

The role is required to work with colleagues within the hospital(s) and the community to improve the care of older patients within the Bay of Plenty and to reduce inequalities in health status between New Zealanders through a combination of:

- Collaboration with multi- and interdisciplinary teams in the hospital and community
- Development of pathways for the care of patients with fall, frailty and other Geriatric syndromes and disorders
- Peer review and audit at a local and national level
- Education provision to staff
- Advice provided to the DHB on future planning and strategic direction
- Rotation, (in conjunction with General Medicine commitment) through Acute Care of Elderly (ACE) Unit.

Principal Accountabilities – General Medicine

- Advice and support to primary care providers on acute medical problems
- Assessment, stabilisation and treatment of acute medical conditions presenting to the Emergency Department
- Regular ward rounds to enable rapid evaluation, referral and transfer of patients to the most appropriate setting/environment
- Participation in the acute medical roster
- Provide ambulatory outpatient clinics

KEY TASKS/EXPECTED OUTCOMES:

Key Responsibilities	Outcomes
<p>The employee will provide a specialist service in endocrinology and diabetes for BOPDHB (inpatient/outpatient/community)</p>	<ul style="list-style-type: none"> • All clinical practices complies with statutory requirements and accepted standards of best practice. • The physician complies with the maintenance of professional standards as set out by the Royal Australasian College of Physicians. • Work practices, equipment and work areas complies with health and safety guidelines and infection control protocols. • Works collaboratively with other staff to ensure the efficient, effective and harmonious treatment of patients and



	<p>running of the services.</p> <ul style="list-style-type: none"> • Ward rounds are aimed at active intervention, and early and appropriate discharge of patients. • Provides telephone advice and consultation from within and outside the organisation • Provides clinical direction and leadership in Health In Aging, Acute and General Medicine • Coordinates multidisciplinary teams to ensure seamless delivery and transfer of services • Advance the development of integrated care across primary and secondary care
<p>To meet BOPDHB's standards (ie. Legislative, Professional, Contractual, Ethical and Organisational) by knowing what the applicable standards are and undertaking any steps necessary to remedy shortfalls in practice and knowledge (<i>as per the BOPDHB/SMO contract 2003</i>)</p>	<ul style="list-style-type: none"> • Professional standards are met. • The risk of harm to consumers, staff and others is minimised. • Customers have confidence in the employee's standard of delivery of care. • All service provision, research programmes, documentation and information management to comply with Privacy of Health Information Act and Health & Disability Code of Practice
<p>To be open and responsive to customer needs and demonstrates an understanding of continuous quality improvement.</p>	<ul style="list-style-type: none"> • Demonstrates a commitment to customer service and continuous quality improvement, through interactions with patient/clients and other customers. • Identifies customer needs and offers ideas for quality improvement. • Effective management of customers/situations. • Participates in Departmental meetings, both clinical and business • Audits and reviews clinical care and health outcomes for patients • Actively participate in clinical peer reviews, • Positively responds to patient complaints, hospital investigations and any sentinel events as requested. •

TEACHING RESPONSIBILITIES:

- Instructs, guides and supervises the work of other colleagues such as registered nurses, Resident Medical Officers, students, promoting achievement of learning and success and achievement of training goals.
- Provides education to staff, community groups, GPs and other providers



CONTINUING MEDICAL EDUCATION:

- The specialist will be responsible for maintaining his/her knowledge and skills. This will be achieved through regular discussion with colleagues, reading relevant literature/internet access of literature, attendance and participation in professional/clinical meetings and conferences, and to report back to colleagues as appropriate.

SERVICE DEVELOPMENT AND NEW INITIATIVES:

- The specialist shall contribute to the development the services by working with Providers and Planning and Funding on service direction, meeting Health Targets, District Annual Plans etc

OCCUPATIONAL HEALTH AND SAFETY

To comply with all legal, occupational and organisational standards

Expected Outcomes

- Practices meet legislative and regulatory requirements.
- All practices comply with organisational policies, procedures and business plan goals.
- Adverse events are reported in a timely manner and responded to according to the organisation's policy.
- Participation in provision of Health and Safety training.

ADMINISTRATIVE & OTHER DUTIES:

- Participates in quality assurance, customer satisfaction, clinical audit and peer review activities.
- Undertakes the customary administrative activities of a specialist and to provide professional leadership to staff in relation to GP's, other health professionals and providers.
- Provides assistance and advice to planning, contracting and other organisational activities when requested and to participate with medical staff and other committees as may be required and agreed from time to time.
- Assists with ensuring efficiency gains are made in supplies and through other improvements.
- Assists with budget management and costing exercises when requested.

ON-CALL RESPONSIBILITIES:

- Participate on the on-call acute roster
- When rostered on for acute cover must be immediately available for telephone consultation at all times and be available in person within 20 minutes.
- Supervision of junior medical staff



Key Relationships	
Internal	External
<ul style="list-style-type: none"> • Senior Medical Officers from all services • Junior Medical Officers from all services • Student Doctors • Nursing Staff • Allied Staff • Support Staff – Health Care assistants, Orderlies, Administration, Information Technology • Management/Business Staff 	<ul style="list-style-type: none"> • General Practitioners • IWI providers • Practice Nurses • Community based services • Ministry of Health • Coronial Officers • Other governmental agents and services

Person Specification		
	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Eligible for registration or already vocationally registered with the Medical Council of New Zealand • Member of the Australasian College of Physicians or equivalent. 	<ul style="list-style-type: none"> • Registered as a Medical Practitioner by the Medical Council of New Zealand. • Other medical qualifications • Management or other graduate level qualifications
Experience	<ul style="list-style-type: none"> • Relevant experience in Geriatrics, general and acute medicine • Publication on General Medicine • Service development • Quality initiative 	<ul style="list-style-type: none"> • Other sub specialty interest • Change management
Values	<ul style="list-style-type: none"> • Demonstrates BOPDHB CARE values • Cultural sensitivity and awareness 	

PERSONAL ATTRIBUTES

- Broad and balanced perspective – able to adopt a lateral approach in decision making and the development and sharing of ideas.
- Effective and efficient resource management
- Able to keep a sense of proportion when working in challenging situations and make logical and realistic decisions under pressure.
- Has appropriate knowledge of New Zealand legislation with regard to the broad range of patient rights, clinical responsibilities/ accountability and Ministry of Health strategy documents.



- Responsibility and Leadership Skills.
- Accepts responsibility for own practice,
- Ensures an environment that promotes innovation and motivation of other team members.
- Skilled communicator. Written and oral presentations are articulate, relevant and concise.
- Research, evaluation and analytical skills. Able to effectively analyse data/information and relate to the medical oncology and health policy criteria.
- Interpersonal skills. Demonstrated skills in the sharing of ideas long with an open and honest communication style with colleagues and multi-disciplinary team members, supporting development of “the teams” and others.
- Integrity and self-motivation. Has energy, initiative and enthusiasm. Able to critically reflect on own practice with realistic confidence in own knowledge and achievements.
- Personal management skills. Demonstrates sound organisational practices including time management.

You agree to demonstrate flexibility and a willingness to perform a variety of tasks to promote and support BOPDHB initiatives.

You are required to meet the Health and Safety at Work Act 2015 requirements as set out in the BOPDHB health and safety policies and protocols. This includes completing successfully any health and safety training provided by the BOPDHB.

You are required to maintain a standard of health which will allow for the performance of all duties and functions of the position.

Health Practitioners Competence Assurance Act 2003

1. You are required to maintain your current competency based practicing certificate.
2. You must notify Manager of any changes to scope or conditions on practice (determined by Regulatory Authority).
3. You must complete the requirements of any competency programme.
4. You must notify employer of concerns relating to the risk of harm to the public of another health practitioner practicing below the required standard of competence.
5. Know the provisions of the HPCAA as the governing legislation.

Vulnerable Children Act 2014

Due to this position having contact with children and BOPDHB's commitment to child protection, you will be subject to 'safety checks' under the Vulnerable Children Act at the time of hire and thereafter as per the relevant legislation.



Additional Information:

For applicants or interested applicants:

This information does not form part of the Position Description but is intended to provide some additional general information about the position and how it operational works within our teams,

Health In Aging currently has two Nurse Practitioners in post as well as a dedicated nursing team including Nurse Specialists, Nurse Manager and other allied and support services.

Geriatrician/Acute Medicine Mix in this role:

A number of the positions within Health In Aging have a component of Acute Medicine responsibility but these tend to rotate on and off of General Medicine between the team members this rotation tends to occur 3 monthly however can vary dependent on leave and other factors. Simply put,

When on HIA totally the role is – inpatient geriatrics with outpatient commitment

When on HIA and Acute Medicine the role is – inpatient geriatrics and inpatient Acute medicine and usually involves working/leading with the Acute Care of Elder (ACE team). Some clinicians do continue with some outpatient geriatric work and this is usually discussed as how it can be fitted into the work schedule.

On Call:

Geriatrician On Call – we at this stage do not offer a geriatrician on call service, the out of hours coverage for HIA is part of the Acute Medicine on call coverage. However when on HIA totally(as above) there is a requirement to do a Saturday or Sunday approximately once every four weeks to support the discharge of patients at weekends. This role is not on call and normally performs a ward round (on acute medical patients) in partnership with the On Call Acute Physician during the day. This is remunerated on top of base salary.

Acute Medicine On Call – the current nine Acute Medicine teams rotate the weeknight (Monday to Friday) on call, which involves being on call from 16:00 to 08:00, therefore weekday on call usually occurs about once a fortnight. Patients overnight are admitted to the Physician on call but then all over night admissions are discussed at the 08:00 hand over meeting and distributed to the teams. Simply put not all the overnight admissions remain under that Physician they are shared out. Weekend on call is slightly different. One Physician is on call as for one of the days

Friday 16:00 – Saturday 08:00 – this physician and team will do a post-acute round on Saturday morning

Saturday 08:00 – Sunday 08:00 – this physician and team will do a post-acute round on Sunday morning

Sunday 08:00 – Monday 08:00 – this physician and team will do a post-acute round on Sunday morning

Mondays 08:00 hand over meeting all admissions from the weekend are discussed and shared amongst the teams.

On Call is remunerated on top of base salary as is the Saturday and Sunday ward rounds.

Doing Saturday or Sunday post-acute ward round occurs approximately every 4 weeks as does the Saturday or Sunday on call.

Note 1. There is a Cardiologist on call every night/weekend.

Note 2. The Acute Admission Unit Monday to Friday 08:00 – 16:00 is staffed with a team of Physicians who take all General Practice and Primary Provider calls for assistance or referral into the hospital acutely.

