

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

Title	Psychiatrist – Addictions & OST (Opioid Substitution Treatment)		
Responsible to	Service Manager, Mental Health & Addiction Services – Operational Clinical Director of Psychiatrist – Clinical and Professional		
Functional Relationship	Director of Area Addictions / Lead Clinician Lakes Opioid Treatment Service (LOTS) Head of Department Psychiatry Director of Area Mental Health Services (DAMHS)		
Location	Rotorua and Taupo Hospitals		
Department	Mental Health & Addiction Services		
Direct Reports	Nil	Total FTE	1.0
Delegated Authority	Finance	Nil	
Date	January 2025		

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.

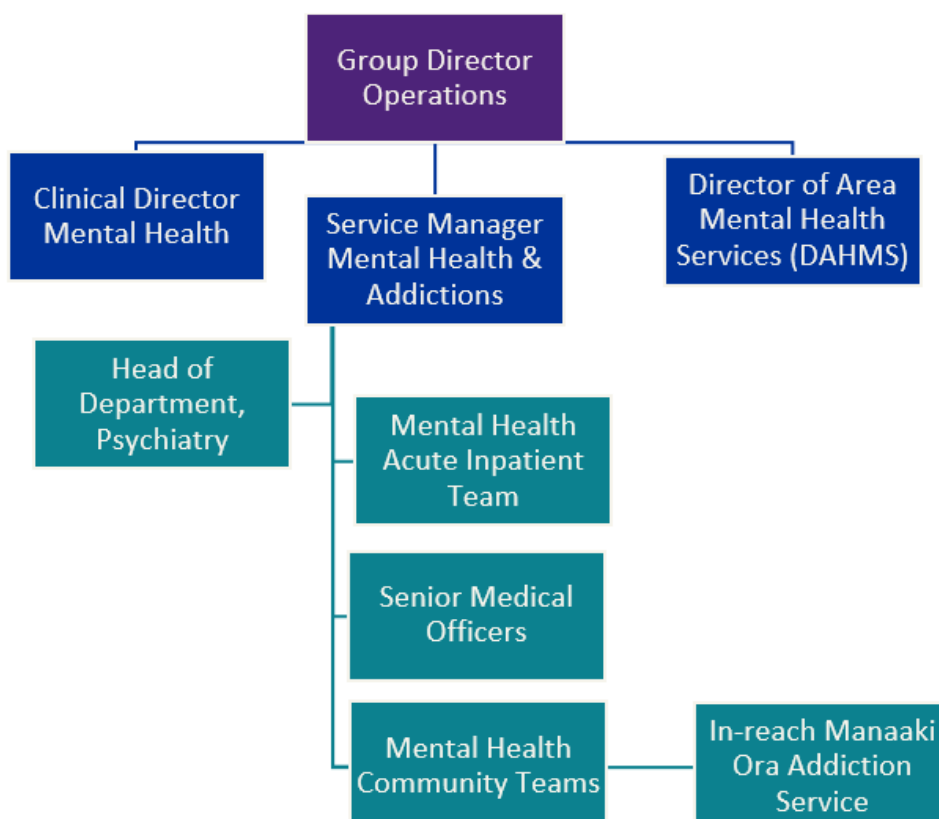
Whanaungatanga – we are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe.

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.



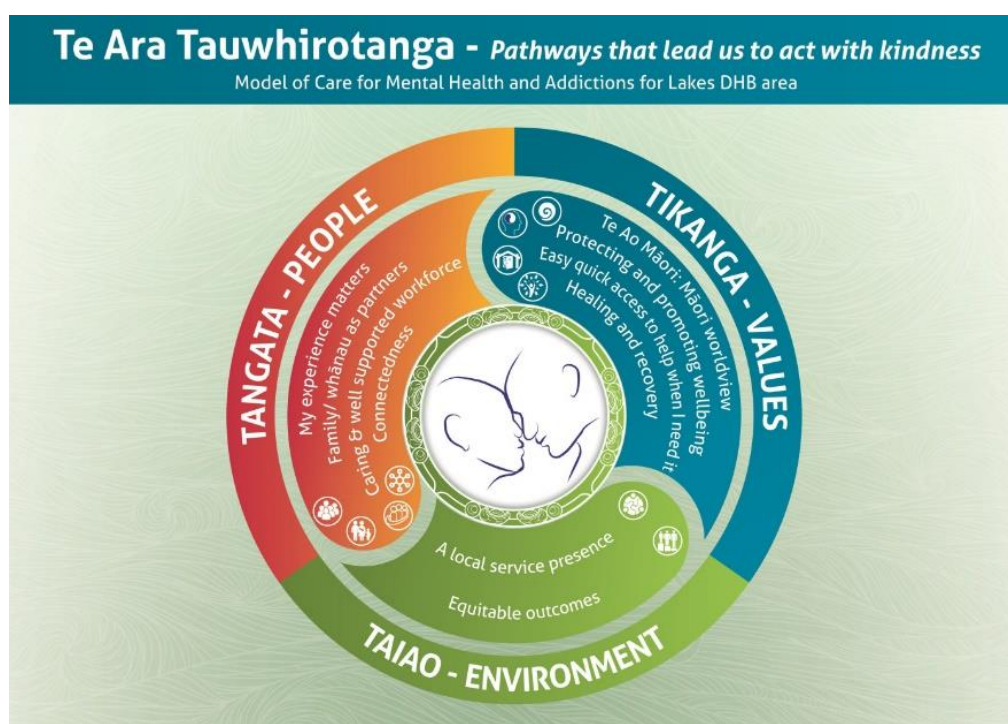
About the role

The primary purpose of the role is to:

The Addictions Psychiatrist or Physician is required to undertake their clinical responsibilities and to conduct themselves in all matters relating to their employment, in accordance with best practice and relevant ethical and professional standards and guidelines, as determined from time to time by:

- The New Zealand Medical Association’s Code of Ethics
- The practitioner’s relevant medical college(s) and/or professional association(s).
- The New Zealand Medical Council
- The Health and Disability Commissioner; and
- Te Whatu Ora Lakes policies and procedures, except to the extent that they may be inconsistent with any other provision of this Agreement.
- To ensure provision of efficient Mental Health & Addictions services to the community served by the Mental Health & Addiction Services.
- To facilitate clinical guidance and instruction for the staff of the Mental Health & Addictions Service relating to medical matters
- To assist in the instruction, monitoring and advising of Registrars and Junior Medical Officers employed by the Mental Health & Addiction Service and other relevant services in the district of Mental Health policies and procedures.

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



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 Result Area	Expected Outcomes / Performance Indicators
<p>Clinical Practice Ensure that Tangata Whaiora (patients) referred to the Mental Health & Addiction Service are seen as required and will accept referrals from such other persons as may from time to time be directed.</p>	<ul style="list-style-type: none"> • Efficient and effective clinical practice will ensure that Mental Health & Addictions service delivery for clients requiring assessment; medication and follow-up are monitored, maintained and evaluated within client centred model and recovery focus • All clients will have effective case management as a component of medical practice, in conjunction with the assigned lead clinician (previously referred to as key workers). • The Mental Health & Addiction Service ensures that consumers referred to other service providers have established contact and that the arrangements made for ongoing follow up are communicated to the consumers, their families/whanau and their care-givers, and other service providers prior to consumers exiting or being transferred from the Service. • Communication and co-ordination between the Mental Health & Addiction Service and community agencies is adequate and timely. The priority of the consumer’s needs for community management is indicated to the relevant community agencies.
<p>Clinical Resource Management</p>	<ul style="list-style-type: none"> • Advise the Service Manager of Mental Health & Addiction Services immediately of any illness which will prevent him/her from performing his/her duties • In the event of civil emergency, the Psychiatrist will carry out such other duties as may be required by the Service Manager of Mental Health & Addiction Services • Facilitate, as appropriate consultation with other Mental Service professionals in respect of the care of clients and will encourage and participate in multidisciplinary team meetings discussing the care and treatment of clients
<p>Relationship building Liaison with Partner organisations</p>	<ul style="list-style-type: none"> • Develop strong working relationship with partner organisations such as Te Utuhina Manaakitanga (TUM) / Manaaki Ora • In-reach clinics, education and liaison • Establish agreed roles and responsibilities between services
<p>Ward work As specified</p>	<ul style="list-style-type: none"> • As Te Whatu Ora Lakes considers the implementation of Te Ara Tauwhirotaanga Model of Care, we will work closely with the SMO workforce to consider new ways of working which may include requests to move to a different department as service needs change. • Although rarely occurs for young people under iCAMHS care, the SMO must liaise with the consultant with inpatient





	<p>responsibilities in regards to the clinical management of the patients on the ward, and supervision, support and guidance of the junior medical staff and other clinical staff. There is a weekly Ward Clinical Conference to facilitate this.</p> <ul style="list-style-type: none"> • At times it may be necessary to provide leave cover to other departments including the in-patient ward.
<p>Non-Clinical Time/Duties</p>	<ul style="list-style-type: none"> • Regular participation in Continuing Medical Education and attendance at the departmental weekly teaching programme (Tuesday afternoons 2.30 to 4pm). This is considered part of agreed non-clinical time. • As appropriate and as approved by the Service Director Mental Health & Addiction Services the Psychiatrist will attend conferences nationally and internationally, local post-graduate meetings and will report to the Mental Health & Addiction Services on the information and knowledge obtained. • May undertake research during regular working hours as time permits. Any research undertaken and involvement in therapeutic trials shall first have received formal approval of the Research Ethical Committee and shall be in accordance with the protocol of that committee and Te Whatu Ora Lakes policy • Progress reports will be made to the Research Ethical Committee as requested. • The Psychiatrist will develop to the best of his/her ability, computer literacy to enable the best utilisation of modern technology. • Personal literature review – in accordance with college Continuing Professional Development guidelines. • Participation in national and regional organisations dedicated to education and maintenance of standards within psychiatry • Administrative tasks not directly associated with clinics or ward work, (i.e. participation in service meetings, interviews, organisational meetings • Preparation of materials for and provision of formal teaching of junior medical staff, nursing staff and other clinical support staff. (Includes teaching of trainee interns and medical students). • Peer review and audit activities • Business meetings • Clinical Pathway development • Credentialing • Participate in Service planning and community consultation as required to identify community service needs. • Assist the Service Manager in strategic planning to enable the Service management to provide an attainable and financially viable business plan. • Assist colleagues and appropriate staff in the effective recruitment to the Service of health professionals as required. The Psychiatrist will assist to ensure that the Service remains within budget but consistent with the need

	<p>to safeguard the welfare of clients and appropriate medical standards.</p> <ul style="list-style-type: none"> • Assist with the Service Manager, Head of Department, Line Managers and DAMHS in the inquiry into client complaints or serious incident report
<p>On-Call Duties</p>	<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 • 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) <p>NOTE: <i>The average level of call-back and acute call activity will be reviewed and amended as changes to staffing occur or as required.</i></p>
<p>Record Keeping and Quality Assurance Demonstrates a commitment to clinical leadership in cooperation with the Clinical Director Psychiatry and Operational Managers</p>	<ul style="list-style-type: none"> • 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

	<p>and outside the service in a process of peer review and continuing medical education.</p> <ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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. • 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.
Patient Advocacy and Cultural Issues	<ul style="list-style-type: none"> • Ensure that he/she respects the role of any independent patient advocate. • Respects cultural concerns and ensures cultural safety in patient contacts. • Respects each individual patient'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.
Relationship building Liaison with partner organisations	<ul style="list-style-type: none"> • Develop strong working relationship with partner organisations such as Te Utuhina Manaakitanga (TUM) / Manaaki Ora. • Establish agreed roles and responsibilities between services
Statutory requirements	<ul style="list-style-type: none"> • Substance Addiction Compulsory Assessment and Treatment Act SA(CAT)Act 2017 • 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 • The requirements of the Mental Health (Compulsory Assessment and Treatment) Act, the Criminal Procedure (Mentally Impaired Persons Act, the Children and Young

	<p>Persons Act, Alcohol and Drug Act and all other associated acts relevant to the clinical practice of psychiatry will be observed.</p> <ul style="list-style-type: none"> • 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. • 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.
<p>Teaching and Training Provides teaching/supervision of junior Medical Staff, medical students</p>	<ul style="list-style-type: none"> • Contributes to the workforce development of mental health clinicians by providing education and leadership. • Participates in the weekly medical education/journal club program.
<p>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.</p>	<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
<p>Communication and Personal Interaction</p> <p>Te Ringa Hora</p>  <p><i>the open hand (denoting someone who is sociable)</i></p>	<p>Openly communicates and cooperates with all levels of Lakes employees, patients and visitors.</p>	<p>Builds and maintains open respectful relationships.</p> <p>Openly and constructively participates in conversations with multidisciplinary team, patients, managers and visitors.</p> <p>Accepts differences of opinion can occur but these happen respectfully.</p>

Key Objectives	Description	Expected Outcomes
<p>Strategy & Performance</p> <p>Te Ringa Raupā</p>  <p><i>the roughened hand (symbolising a hard worker)</i></p>	<p>Spends energy on delivering role requirements and meeting objectives.</p> <p>Organises own time to deliver on required tasks and duties.</p>	<p>Has an energetic approach to work and is self-motivated.</p> <p>Accepts direction and instruction of manager but is able to work effectively without direct guidance.</p> <p>Maintains expected productivity in line with assigned duties.</p>
<p>Development and Change</p> <p>Te Ringa Ahuahu</p>  <p><i>the hand that shapes or fashions something (refers to someone who is innovative)</i></p>	<p>Accepts change in day to day practices and contributes to decision making of the team.</p> <p>Makes suggestions to increase efficiency of the unit.</p>	<p>Constructively makes suggestions to improve process or practices and gain efficiencies.</p> <p>Demonstrates positive attitude and responsiveness to opportunities for improvement.</p> <p>Is solution focused.</p> <p>Undertakes and manages a specific portfolio of responsibilities as agreed with the CNM.</p>
<p>Personal Accountability</p> <p>Te Ringa Tōmau</p> <p><i>the hand that is trustworthy</i></p> 	<p>Is open with manager and colleagues and open to accepting feedback and critique to improve upon practice.</p> <p>Looks for and undertakes development activities appropriate for role and career development.</p>	<p>Offers and receives constructive critique of practice and self.</p> <p>Shows respect and establishes rapport when responding to the different needs of people and practice situations.</p> <p>Advises manager whenever issues may be impacting on performance.</p> <p>Recognises areas that could be improved in own practice and takes action to address those needs.</p>
<p>Culture and Values</p> <p>Te Ringa Taurima</p>  <p><i>the hand that nurtures, encourages, supports</i></p>	<p>Operates in line with Lakes values and expectations and professional codes of conduct.</p>	<p>Demonstrates manaakitanga, respect, integrity and accountability in every day performance.</p> <p>Incorporates the Lakes Way into day to day business activities.</p> <p>Demonstrates the culture and the agreed behaviours of Te iti Kahurangi.</p> <p>Shows respect for patients, colleagues, managers, Multi-disciplinary team and others.</p>

Compulsory Requirements	Expected Outcomes
Te Tiriti o Waitangi	<ul style="list-style-type: none"> • Meaningful relationships are established with Te Aka Matua (Rotorua and Taupo Hospitals) and Lakes Maori Health division in the planning and delivery of services. • 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.
Te Iti Kahurangi The Lakes Way, Our Place Our Culture.	<ul style="list-style-type: none"> • Works within the Te Iti Kahurangi framework and supporting guide document.
Record Keeping	<ul style="list-style-type: none"> • Complies with the Lakes Corporate Records Management policy to create and maintain full and accurate records.
Equity	<ul style="list-style-type: none"> • Commits to helping all people achieve equitable health outcomes. • Demonstrates awareness of colonisation and power relationships. • Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery. • Shows a willingness to personally take a stand for equity. • Supports Māori-led and Pacific-led responses.
Innovation & Improvement	<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.
Collaboration and Relationship Management	<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.


<p>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.</p>	<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.
<p>Compliance and Risk</p>	<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.

Relationships

External	Internal
<ul style="list-style-type: none"> • Tangata Whaiora (Patients) • Family, Whanau, Caregivers • Community Agencies • Other Health Providers (GPS; etc) • Social Services 	<ul style="list-style-type: none"> • Service Manager Mental Health • Clinical Director Psychiatry • Head of Department Psychiatry • Director of Area Mental Health Services (DAMHS) • Lead Clinician Lakes Opioid Treatment Service (LOTS) • Clinical (Nurse) Managers / Leaders • Associate Director of Nursing (ADoN) • Nurse Practitioners • Quality Coordinator Mental Health • Clinical Analyst • Senior Medical Staff • Resident Medical Officers • Trainee Interns • Medical Students • Nursing Staff • Medical Staff • Allied Health Staff • Maori Administration Staff • Administrative Staff • Duty Managers

About you – to succeed in this role

Person Specification	Essential	Desirable
Education and Qualifications	<ul style="list-style-type: none"> • 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 Practicing Certificate • Medical Indemnity Insurance 	Current drivers' license.
Experience Clinical Ability	<ul style="list-style-type: none"> • Experience in Addictions • Possess clinical practice skills and competencies appropriate to vocational specialty • Undergraduate or post graduate teaching • Evidence of Continuing Medical Education and Professional Development • Involvement with Quality Assurance or Continuous Improvement Programmes 	
Knowledge	<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. 	<p>Knowledge of Disability Support sector networks, Rehabilitation Sector and Maori systems and networks.</p> <p>Have an awareness of Iwi and Hapu within the boundaries of region.</p>

Person Specification	Essential	Desirable
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. • Professional and clinical credibility • Proven commitment to provision of quality care • Excellent communication and interpersonal skills • Ability to function as a multidisciplinary team member • Demonstrate cultural awareness • Possess management skills and function as a professional leader • Demonstrates active consumer participation in care planning and consumer focus in service development 	Proficiency in tikanga and Te Reo.
Personal Attributes	<ul style="list-style-type: none"> • Self-motivated and uses initiative. • Professional and clinical credibility • Proven commitment to provision of quality care • Excellent communication and interpersonal skills • Ability to function as a multidisciplinary team member • Demonstrate cultural awareness • Possess management skills and function as a professional leader 	<p>Non-smoker preferred.</p> <div data-bbox="935 1487 1299 1581" style="text-align: center;">  </div> <p>Flexibility and lateral thinking.</p>

**Person
Specification**

Essential

Desirable

-
- Demonstrates active consumer participation in care planning and consumer focus in service development.
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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.

About Health New Zealand - 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.

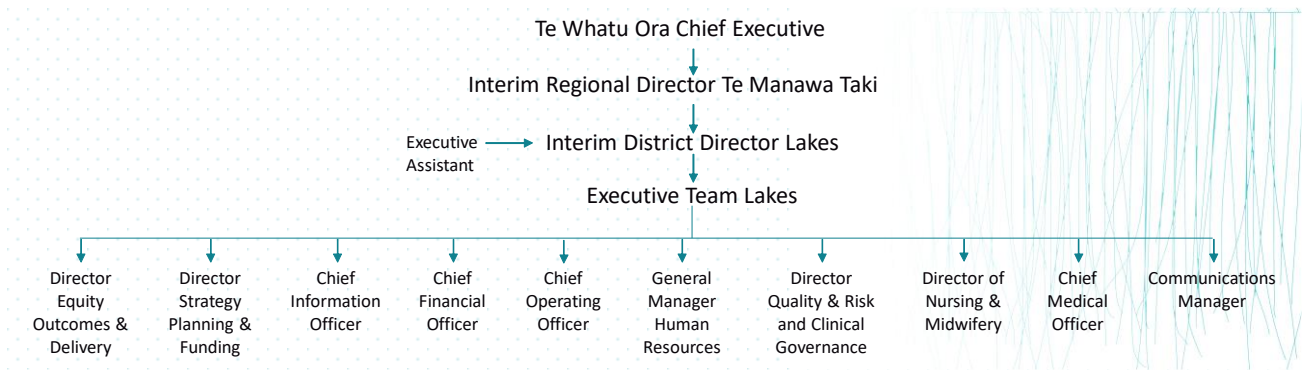
Integrity

Truthfully and consistently acting collectively for the common good.

Accountability

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

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



Signatures:

Line Manager:

Position Description Approved: _____

_____ Date

Employee

Acceptance of Position Description _____

_____ Date

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