

<b>Position</b>	Psychiatry Registrar	<b>Direct Reports</b>	Nil
<b>Responsible To</b>	Operational – Head of Department Professional – Clinical Director Psychiatry Service Manager Mental Health & Addiction Services	<b>Location</b>	The position is based at Rotorua and may work from any of the community sites including Taupo (if required)
<b>Financial Delegations</b>	Nil	<b>Date</b>	April 2023
<b>Relationships Internal</b>	Service Manager Emergency and Medical Management Clinical Nurse Managers Senior Medical Staff Resident Medical Officers Trainee Interns Medical Students Nursing Staff Medical Management Unit Staff Administrative Staff Te Aka Matua Services Allied Health Staff	<b>Relationships External</b>	
<b>Run Category</b>	F (40-44.9) paid at D	<b>Run Duration</b>	6 Months, 2 runs per year
<b>Training Position</b>	Recognised for FRANZCP basic training stage one and two		

## Primary Purpose(s) of the Position

To provide Psychiatric Services to the members of the community and their family served by Health New Zealand Lakes organisation, in accordance with professional standards. High quality, patient-centered care is the primary focus.

- Actively participating in the medical officers' response to Te Ara Tauwhirotaanga - "Pathways that lead us to act with kindness" (Model of Care) to provide the optimal environment and service to effect client's wellness and recovery.
- Te Ara Tauwhirotaanga - "Pathways that lead us to act with kindness" (Mental Health & Addiction Services Model of Care) - provides the optimal environment and service to effect client's wellness and recovery.

### Key Objectives

### Expected Outcomes

#### Regular Duties & Responsibilities

Expected Hours of Work

#### ORDINARY HOURS

Psychiatric Registrars are assigned to specific runs. Ordinary hours of work are from 0800 – 1600 from Monday to Friday inclusive (40 hours per week), plus an additional 8 hours per week will be paid for administrative duties. Registrars are required to be on site during these hours.

If the Acute Response Team (ART) registrar is on leave or the position vacant, Psychiatry Registrars will be required to cover this position. This will be done in the most equitable manner possible.

#### AFTER HOURS AND WEEKENDS

The Psychiatry Registrars do a 1 in 5 or 1 in 6 on-call roster for week nights and weekends and are supported by an on-call Consultant.

Un-rostered overtime: Will only be paid if reasonable and pre-approved. These hours shall be recorded on the employee's timesheet, as agreed.

#### Clinical Practice

The employee will provide inpatient and/or outpatient clinic/community services for patients assigned to them and as directed by the Consultant involved.

All clinical services (investigation, diagnosis, and treatment) will be in accordance with standards, guidelines and protocols as directed by the Consultant, established by Lakes District Health Board and to a standard comparable with that of competent colleagues.

Particular emphasis will be placed on providing a service to patients and their families in a manner that is responsive to their needs, culturally appropriate (and as far possible, to minimise waiting time).

---

The work will involve:

- Regular review of patients with severe mental illness and/or distress in the inpatient or clinic setting or if doing ART the ED, patients home, police station or other setting.
- Assessment of new patients
- Liaison with other health providers
- Attending multidisciplinary meetings and clinical review meetings. This will include presenting cases for discussion.
- There will be opportunity for supervision and guidance provided by the consultant psychiatrist.
- It will be expected the employee will:
- Conduct reviews of patients on their own, with nursing or allied health or jointly with their consultant.
- Ensure that there are comprehensive, accurate, legible notes written in the medical record and that they are dated and signed.
- Ensure letters to GPs and other health providers are accurate, contain a provisional diagnosis, formulation and management plan.
- Complete the psychiatric admission documentation for the inpatient unit.
- Ensure that clinical handover (discharge summary) documentation is completed in a timely manner. In the inpatient unit this will be done in conjunction with the house officer.
- Escalate to the consultant any psychiatric or medical or risk issues of concern.
- Obtain informed consent for medication and procedures as required.
- Follow guidelines regarding privacy and confidentiality.
- Follow professional standards including respect to cultural beliefs, practices. Approach clinical encounters with sensitivity

---


**Training Education & Teaching**

General Clinical Activities

- Those registrars in a training position with the RANZCP will be released from usual work duties on Wednesdays to attend the training program at Waikato Hospital. When there is no training on, the registrar is expected to be at work for 4 hours and may take 4 hours' study leave (this occurs during the university holidays)
- Rotorua Hospital Grand Rounds may be attended weekly, it is on Friday, 1230 for one hour.
- There is teaching for medical staff and final year medical students on Tuesdays at 230pm. It is expected registrars will contribute to the teaching program. The format may be that of a journal club or case presentation.
- Teaching on the run is encouraged for all.

<p><b>Utilisation of Telehealth</b></p>	<p>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> <p><b>MEDICAL STAFF</b></p> <ul style="list-style-type: none"> <li>• Service provision is in line with the New Zealand Health Strategy and the NZ Medical Council guidelines to provide care “closer to home”</li> <li>• Advise patients in the use of tele monitoring devices (where appropriate) and provide follow-up care to prevent unnecessary hospital admissions</li> </ul>
---	--

<p><b>Model of Care</b></p>	<p>Follows the principles of the model of care “Te Ara Tauwhirotaanga Pathways that lead us to act with kindness.”</p> <ul style="list-style-type: none"> <li>• Utilises Te Ara Tauwhirotaanga – “Pathways that lead us to act with kindness” model of care to engage with service users / whaiora, visitors and multidisciplinary teams.</li> <li>• Incorporates and follows the principles of the model of care Te Ara Tauwhirotaanga – (Pathways that lead us to act with kindness) into day to day business activities.</li> </ul>
-----------------------------	--

<b>Key Objectives</b>	<b>Description</b>	<b>Expected Outcomes</b>
<p><b>Communication and Personal Interaction</b></p> <p><b>Te Ringa Hora</b></p>  <p><i>the open hand (denoting someone who is sociable)</i></p>	<p>Openly communicates and cooperates with all levels of Health New Zealand – Lakes (Lakes) employees, patients and visitors.</p>	<ul style="list-style-type: none"> <li>• Listens actively, absorbs message and responds appropriately.</li> <li>• Builds effective working relationships.</li> <li>• Establishes rapport with others and gains their respect while being adaptive in relating to different types of people and situation.</li> <li>• Openly and constructively participates in conversations with md team, patients, managers and visitors.</li> <li>• Patients and visitors are appropriately welcomed and treated while within Health New Zealand – Lakes.</li> <li>• Collegiality with team mates and multi-disciplinary teams.</li> <li>• Accepts differences of opinion can occur but these happen respectfully and without any continued animosity</li> </ul>

**Strategy & Performance**

**Te Ringa Raupā**

Te Ringa Raupā



*the roughened hand  
(symbolising a hard worker)*

Spends energy on delivering role requirements and meeting objectives.

- Has an energetic approach to work and is self motivated.
- Accepts direction and instruction of manager but is able to work effectively without direction or guidance.
- Organises time and resources effectively.
- Understands and work towards achievement of the organisation's goals.
- On shift is busy completing shift duties.

Organises own time to deliver on required tasks and duties.

- Utilises effective time management strategies to meet shift duties and works towards achieving objectives in any spare moments.

**Development and Change**

**Te Ringa Ahuahu**



Te Ringa Ahuahu

*the hand that shapes or  
fashions something (refers to  
someone who is innovative)*

Accepts change in day to day practices and contributes to decision making of the team.

- Can adjust behaviour to the demands of the work environment in order to remain productive through periods of transition, ambiguity, uncertainty and stress.

Makes suggestions to increase efficiency of the unit.

- Works with managers and team to make any changes within practices work.
- Contributes to change processes, offering solution based ideas.
- Constructively makes suggestions to improve process or practices and gain efficiencies.
- Accepts when ideas are not accepted for implementation.

**Personal Accountability**

**Te Ringa Tōmau**



Te Ringa Tōmau

*the hand that is trustworthy*

Is open with manager and colleagues and open to accepting feedback and critique to improve upon practice.

- Offers constructive criticism and accepts feedback.
- Establishes rapport with others and gains their respect while being adaptive in relating to different types of people and situations, to allow improvements to be made.
- Accepts all feedback and participates in feedback discussions appropriately.
- Responds and queries how improvements can be made.
- Advises manager wherever issues may be impacting on performance.

Looks for and undertakes development activities appropriate for role and career development.

- Recognises areas that could be improved in own practice.
- Requests learning and development opportunities to enhance practice in role and/ or to assist where improvements can be made.
- Recognises and facilitates the rights of Māori clients and their whanau to participate in cultural activities.
- Has a working knowledge of Health New Zealand – Lakes Māori communities.

**Culture and Values**

**Te Ringa Taurima**



*the hand that nurtures,  
encourages, supports*

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

- Demonstrates a commitment to cultural safety by meeting and exceeding the cultural needs of clients/ customers/ colleagues.
- Incorporates the Lakes Way into day to day business activities.
- Shows respect for patients, colleagues, managers, multi-disciplinary teams.
- Utilises the Lakes Way philosophy to engage with patients, visitors and multi-disciplinary teams.

**Compulsory Requirements Expected Outcomes**

**Māori Health**

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

- 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.

**Compulsory Requirements    Expected Outcomes**

**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.

**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.

**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
<b>Education and Qualifications</b>	•	○
<b>Experience</b>	•	○
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Te Tiriti O Waitangi in the provision of health care services and support to Māori.</li> <li>• Te Tiriti O Waitangi in practice, process, policy development and decision making.</li> </ul>	○
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Pronunciation of Te Reo Māori words and names.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>○ Te Reo Māori.</li> <li>○</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Self-motivated and uses initiative.</li> <li>• Honest and reliable.</li> <li>• Ability to work in a team environment.</li> <li>• Ability to work under pressure and adapt to changes in a demanding work environment.</li> <li>• Ability to maintain a calm disposition under pressure.</li> <li>• Ability to escalate concerns and seek assistance.</li> <li>• Accepts direction and delegation.</li> </ul>	○ Non-smoker preferred.





## 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.

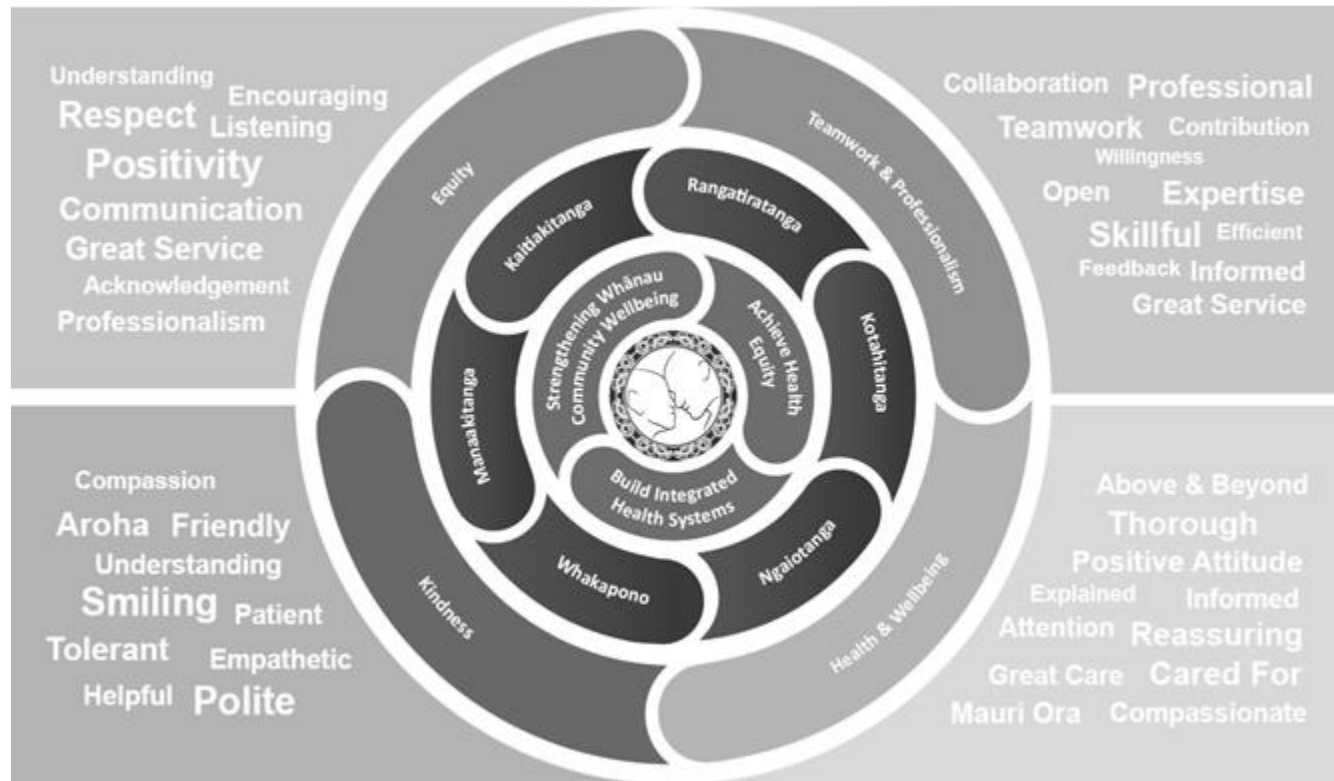
### ***Three Core Values***

**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**



## 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.

## Organisation Structure

