

## Position Description

<b>Position Title</b>	Registered Allied Health Professional
<b>Service Group</b>	Adult Community Mental Health & Addictions Service
<b>Team</b>	Acute Care Team (Crisis) Whakatane base
<b>Reports to</b>	Team Leader/Clinical Lead CMHAS – Whakatane
<b>Direct Reports</b>	Nil
<b>Authority Level</b>	
<b>Issue Date</b>	
<b>Approved By</b>	

### **Te Whatu Ora - Health New Zealand, Hauora a Toi Bay of Plenty**

Te Whatu Ora Hauora a Toi Bay of Plenty's fundamental purpose is to work within the resources allocated to it, to improve, promote and protect the health of the whole population within its district, and to promote the independence of people with disabilities.

**Vision:** Healthy, thriving communities.  
**Mission:** Enabling communities to achieve  
**Our Values:** Compassion, All-one-team, Responsive, Excellence



Te Whatu Ora Hauora a Toi Bay of Plenty 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 Māori; ensuring cultural safety; seeking to eliminate disparities in health between Māori and Non Māori.

All staff have a part to play in this commitment.

### **Primary Purpose**

The Allied Health Practitioner is employed to provide safe, effective client care using professional knowledge and skills in accordance with the Bay of Plenty District Health Board Policies and Protocols.

Key Responsibilities	Outcomes
<p><b>1. Cultural Safety</b></p>	<ul style="list-style-type: none"> <li>• Care is individually focused and planned in regard to ethnic, cultural, religious and other needs</li> <li>• Demonstrates a commitment to and active understanding of the Treaty of Waitangi and its application within Mental Health to improve Maori health status</li> <li>• Demonstrates awareness of the impact of own cultural background, attitudes and values</li> <li>• Demonstrates awareness of the impact of own cultural background, attitudes and values</li> <li>• Demonstrates the cultural and spiritual needs of service users are met with sensitivity including those of family/whanau and significant others.</li> <li>• Demonstrates that consultation occurs with Maori Service providers in relation to care for service users as appropriate</li> <li>• Attends relevant Treaty of Waitangi/Bicultural training as arranged via Te Whatu Ora Hauora a Toi Bay of Plenty</li> </ul>
<p><b>2. Professional Responsibility</b></p>	<ul style="list-style-type: none"> <li>• Adheres to professional standards of practice and acknowledges that competent practice is influenced and reinforced through membership of appropriate professional bodies</li> <li>• Is aware of legislation that impacts on mental health care delivery and service user rights and practices within legal boundaries.</li> <li>• Considers ethical issues in treatment planning and contributes an ethical perspective to decision-making</li> <li>• Demonstrates knowledge of, and accesses policies and procedural guidelines that have implications for clinical care</li> <li>• Has a clear understanding of the principles of delegation and accountability and seeks advice and support appropriately.</li> <li>• Demonstrates accountability for directing, monitoring and evaluating service that is</li> </ul>

	<p>provided by social work students and others</p> <ul style="list-style-type: none"> <li>• Actively engages in and effectively utilises clinical supervision and offers/provides this to clinical staff within the Mental Health Service as appropriate and as per the Mental Health Service</li> </ul>
<p><b>3. Clinical Practice</b></p>	<ul style="list-style-type: none"> <li>• Utilises the clinical process to assess, plan, implement and evaluate care and maintains professional practice standards in assessing, planning, implementing and evaluating ongoing care for all service-users, actively engaging with and providing support, education and assistance to families/whanau and care-givers.</li> <li>• Demonstrates the ability to manage the environment by assessing risk factors, identifying and implementing strategies to maintain own safety and the safety of service-users and others</li> <li>• Demonstrates a flexible approach and ability to cope with changing situations.</li> <li>• Undertakes a timely comprehensive and accurate occupational therapy assessment using suitable assessment tools to inform goals for intervention and or provisional diagnostic formulation</li> <li>• Engages in robust ongoing assessment and management of risk</li> <li>• Develops individual treatment plans in collaboration with service-users and their families/whanau that reflects the issues identified at assessment</li> <li>• Incorporates discharge planning as part of the overall care strategy, including relapse planning and/or advance directives, and/or appropriate referrals to internal/external agencies</li> <li>• Makes clinical judgements based on current evidence-based knowledge, research and reflective practice.</li> <li>• Demonstrates competence in implementing therapeutic strategies eg. cognitive therapy and social work models of practice</li> <li>• Plans and prioritises workload.</li> <li>• Presents health information and education to service-users and families/whanau in a sensitive manner that is readily understood</li> </ul>

<p><b>4. Interpersonal Relationships</b></p>	<ul style="list-style-type: none"> <li>• The principles and practice of partnership are incorporated in all facets of assessment, intervention, treatment and care. Establishes, maintains and concludes therapeutic interpersonal relationships with service-users and their families, and demonstrates effective communication with colleagues.</li> <li>• Incorporates authentic therapeutic use of self and interpersonal and micro-counselling skills</li> <li>• Supports the personal autonomy and resourcefulness of service-users and their families and encourages their participation as partners in care</li> <li>• Works and communicates effectively as a member of the multi-disciplinary team, demonstrating individual responsibility and accountability.</li> <li>• Demonstrates an ability to manage conflict constructively</li> </ul>
<p><b>5. Inter-professional Health Care and Quality Improvement</b></p>	<ul style="list-style-type: none"> <li>• The principles and practice of partnership are incorporated in all facets of assessment, intervention, treatment and care. Establishes, maintains and concludes therapeutic interpersonal relationships with service-users and their families, and demonstrates effective communication with colleagues.</li> <li>• Incorporates authentic therapeutic use of self and interpersonal and micro-counselling skills</li> <li>• Supports the personal autonomy and resourcefulness of service-users and their families and encourages their participation as partners in care</li> <li>• Works and communicates effectively as a member of the multi-disciplinary team, demonstrating individual responsibility and accountability.</li> <li>• Demonstrates an ability to manage conflict constructively</li> </ul>

**Key Relationships**

Internal	External
<ul style="list-style-type: none"> <li>• Clinical Director/DAMHS</li> <li>• Business Leader MH&amp;AS</li> <li>• Nurse Leader and Allied Health Leader, MH&amp;AS</li> </ul>	<ul style="list-style-type: none"> <li>• NGO's and other agencies</li> <li>• GP's and Primary Health Organisations</li> <li>• Service Users and their families/carers</li> </ul>

<ul style="list-style-type: none"> <li>• Regional Maori Services</li> <li>• Consumer Advisor and Family/Whanau Advisor</li> <li>• Mental Health &amp; Addiction Services staff</li> </ul>	
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**Person Specification**

	<b>Essential</b>	<b>Desirable</b>
Qualifications	<ul style="list-style-type: none"> <li>• A current practicing certificate</li> </ul>	<ul style="list-style-type: none"> <li>• Bachelor's degree or equivalent</li> <li>• Post graduate qualification with a mental health focus</li> <li>• Affiliation to an appropriate professional organisation</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• A minimum of 3 years clinical experience in a mental health inpatient or community setting</li> <li>• A current clean motor vehicle driver's license</li> <li>• Demonstrate sound knowledge and understanding of mental illness and risk assessment in relation to community mental health care</li> <li>• Competence in comprehensive assessment, risk assessment the use of the mental status examination and problem formulation</li> <li>• Clinical skills in engagement, de-escalation, conflict resolution and problem solving</li> <li>• Ability to discuss and negotiate management plans with clinicians</li> <li>• Demonstrates a commitment to quality</li> <li>• Excellent communication skills and interpersonal skills.</li> <li>• Demonstrates flexibility and adaptability</li> <li>• Able to prioritise work requirements</li> <li>• Knowledge of relevant legislation including Mental Health (Compulsory Assessment and Treatment) Act, 1992, Privacy Act 1993, Health &amp; Disability Act, Health Practitioners Competency Assurance Act and the NZ Health Strategy (Te Tahahu; Te Kokiri).</li> </ul>	<ul style="list-style-type: none"> <li>• Computer literate</li> <li>• Able to develop role in response to client needs</li> <li>• Experience of working within teams</li> <li>• Demonstrates a commitment to post-registration study and professional development</li> <li>• Experience of working with clients with dual intellectual</li> </ul>
Values	<ul style="list-style-type: none"> <li>• Demonstrates behaviours consistent with the Te Whatu Ora Hauora a Toi Bay of Plenty values.</li> </ul>	

You agree to demonstrate flexibility and a willingness to perform a variety of tasks to promote and support Te Whatu Ora Hauora a Toi Bay of Plenty initiatives.

You are required to meet the Health and Safety at Work Act 2015 requirements as set out in the Te Whatu Ora Hauora a Toi Bay of Plenty Health and Safety policies and protocols. This includes completing successfully any health and safety training provided by the Te Whatu Ora Hauora a Toi Bay of Plenty.

You are required to maintain a standard of health which will allow for the performance of all duties and functions of the position. All Te Whatu Ora Hauora a Toi Bay of Plenty sites are smokefree environments.

**Health Practitioners Competence Assurance Act 2003**

1. You are required to maintain your current competency based practicing certificate.
2. You must notify your 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 your 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.

**Childrens Act 2014**

Due to this position having contact with children and Te Whatu Ora Hauora a Toi Bay of Plenty's commitment to child protection, you will be subject to 'safety checks' under the Childrens Act 2014 at the time of hire and thereafter as per the relevant legislation.

**Position Holders Declaration**

I certify that I have read, understand, and agree to this position description.

**Name:**

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**Signature:**

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**Date:**

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**Attitudes and behaviours  
We want to see**

**Outcome  
Everyone we come into  
contact with will feel...**

**Attitudes and behaviours  
We don't want to see**

**C Compassion**

Cares about other people. Has empathy and understanding. Is calm and reassuring. Protects people's dignity.

Treats everyone with respect regardless of their views, role or background. Value differences. Culturally competent.

Notices, acknowledges and appreciates people's efforts and achievements, gives praise, making people feel valued.

**Cared for and respected**

**Treated with respect and cultural sensitivity**

**Valued and engaged**

Is rude, bullies, intimidates or humiliates. Creates anxiety. Doesn't act if someone's dignity is suffering.

Disrespectful, judgmental, makes assumptions about people. Gossips or talks behind people's backs. Rough behaviour.

Criticises people's efforts, takes people for granted, makes people feel undervalued, belittled or inadequate.

**A All-one-team**

Shares knowledge and information openly and honestly, clearly explains and updates people on what's happening.

Takes time to listen to others, is interested in their views. Invites people to ask questions and share concerns or ideas.

Involves patients, whānau and colleagues as equal partners. Builds teams and relationships to achieve the best outcomes.

**Clear about what's happening**

**Listened to**

**Involved in a partnership model**

Withholds knowledge and information, leaves people confused or in the dark.

Doesn't listen, talks over people, dismisses or puts people down, makes decisions without consultation.

Doesn't trust or involve people in things that affect them. Excludes, overrides, micro manages.

**R Responsive**

Friendly, polite, approachable, warm. Introduces themselves. Creates a happy environment. Smiles when appropriate.

Shows kindness. Is attentive to people's needs, supportive, helpful and willing. Often goes the extra mile for people.

Respects people's time. Plans ahead and co-operates so things run smoothly. Looks for efficient ways of doing things.

**Positively welcomed**

**Supported, so they would want to be cared for or work here**

**We are flexible and efficient, and use resources wisely**

Ignores people, snappy or aggressive tone of voice or behaviours, 'rushing' and saying "I'm too busy".

Passes the buck, says "it's not my job", unsupportive, does not take responsibility and leaves work for others.

Often late. Leaves people waiting unnecessarily or puts people under pressure with unrealistic timeframes.

**E Excellence**

Chooses to take a positive, will-do attitude. Looks for solutions. Uses positive words and actions to good effect.

Aims for the best results, always learning, developing skills, knowledge, and ways of doing things, and helping others to.

Consistently follows agreed, safe, best-practice.

Seeks, welcomes and gives constructive feedback, speaks up when they have a concern, coaches others' behaviour.

**Part of a positive culture of high achievement**

**Things are always improving**

**Safe**

**We are role models who are open to feedback**

A negative attitude, often moaning, complaining or grumpy. Focuses on problems.

Assumes they know best, resists change, not interested in learning or developing. Happy with 'good enough'.

Inconsistent, cuts corners, closed to new evidence.

Blames. Closed to feedback. By not speaking up about poor behaviour or unsafe practice they condone it.

