

## **POSITION DESCRIPTION**

June 2019

This Position Description is a guide and will vary from time to time and between services and/or units to meet changing service needs

The Canterbury District Health Board is committed to the principles of the Treaty of Waitangi and the overarching objectives of the New Zealand health and disability strategies.

### **Organisational Vision**

The CDHB's vision is to improve the health and wellbeing of the people living in Canterbury.

### **Organisational Values**

- Care & respect for others
- Integrity in all we do
- Responsibility for outcomes

### **POSITION TITLE:**

Allied Health Clinical Leader - Physiotherapy  
Designated position

### **REPORTS TO (Title):**

Allied Health Clinical Manager, Physiotherapy

### **REPORTS ON A DAILY BASIS TO:**

Allied Health Team Leader, Physiotherapy

### **PRINCIPAL OBJECTIVES:**

The Allied Health Clinical Leader, Physiotherapy is responsible for providing clinical leadership and mentoring to a service, which assists in developing the clinical capacity of others.

The key deliverables and purpose of the role is:

- To develop and enhance physiotherapy clinical knowledge and skills across a broad spectrum of the patient journey through the designated areas of service.
- Carries out comprehensive assessment of patients/clients (and whanau where appropriate) including those with diverse or complex presentations.
- Formulates, delivers and evaluates individualised intervention at an advanced level, using appropriate clinical assessment, reasoning skills and knowledge of interventions.
- Maintains advanced clinical, cultural and professional standards and competencies.
- Acts as a specialised clinical resource providing guidance, advice and education to patients, whanau/family, students, staff and the interdisciplinary team across the designated areas of service.
- To evaluate clinical practice through reflection, audit and outcome measures in order to continually improve the physiotherapy service to patients and whanau and promote evidence based practice.
- To participate in the weekend and after hours service (on call and weekends) as required by the Allied Health Clinical Manager.

**FUNCTIONAL RELATIONSHIPS:**

(Who are the customer/consumers/patients)

**INTERNALLY:**

1	Allied Health Clinical Manager, Physiotherapy.
2	All Physiotherapy Staff and CDHB Clinical staff
3	CDHB support services
4	Physiotherapy Students and University of Otago
5	Clinical Director or relevant service
6	Director of Nursing of relevant service & Charge Nurse Manager of relevant service

**EXTERNALLY:**

1	Patients and their families/carers
2	Volunteers
3	Community support groups
4	Education providers
5	Non-government organisations
6	Other external agencies as directed by line manager
7	General practitioners
8	Rehabilitation and equipment suppliers
9	ACC and other funding agencies

**KEY PERFORMANCE OBJECTIVES:**

Task	To provide expert clinical and professional practice and optimise the model of care.
Expected Result	<ul style="list-style-type: none"> <li>• Maintain a clinical caseload as agreed with relevant Team Leader and Clinical Manager. This may involve case management of patients with complex problems within the area of specialty, and working collaboratively and consultatively with the primary clinician and interdisciplinary team locally, regionally and/or nationally.</li> <li>• Adhere to professional body Standards of Practice and Code of Ethics including clinical and professional supervision and peer review.</li> <li>• Apply advanced knowledge, clinical reasoning and expertise to decision making while modelling evidence based practice.</li> <li>• Ensure timely and accurate patient documentation, and statistical information to meet professional and legal standards both locally and nationally.</li> <li>• Demonstrate an ability to lead and work effectively within a multidisciplinary clinical team.</li> <li>• Demonstrate and practice the principles of the Treaty of Waitangi – Partnership, Participation, and Protection in every day decisions.</li> <li>• Facilitate and model interprofessional practice and provide high quality clinical service and patient focused care.</li> <li>• Proactively provide specialist advice, teaching, support and development to physiotherapy staff to ensure the upskilling of appropriate competencies and skill mix across the Physiotherapy department to deliver optimal service requirements.</li> <li>• Prioritise and coordinate additional caseloads to support and cover the Physiotherapy Service when required.</li> </ul>

<b>Task</b>	<b>To assist the Clinical Manager to lead Service Planning and Delivery</b>
Expected Result	<ul style="list-style-type: none"> <li>• Leads high level clinical audit and research activity that enhances the clinical implementation of evidence-based practice relevant to the area of specialty.</li> <li>• Assists the Allied Health Clinical Manager, Physiotherapy with the establishment and monitoring of agreed measures for physiotherapy service delivery.</li> <li>• Works collaboratively to promote effective use of relevant resources and ensure fiscal responsibility.</li> <li>• Plans and implements planned strategies in collaboration with others to enhance the quality, effectiveness and efficiency of service delivery.</li> <li>• Contributes to the development of CDHB as a teaching and learning organisation.</li> <li>• Promotes and supports clinical staff to optimise MDT and IDT models of practice in order to promote effective, person-centred care.</li> </ul>
<b>Task</b>	<b>To provide Clinical Leadership and enhance a culture of excellence</b>
Expected Result	<ul style="list-style-type: none"> <li>• Builds a culture of excellence in professional conduct, personal responsibility and accountability, leading by example.</li> <li>• Role model, enhance and promote advanced practice and contribute to the development of the profession locally, regionally and nationally.</li> <li>• Empower and enhance capability within the broader healthcare team.</li> <li>• Lead education and professional development across the continuum of care to meet the changing needs of the population, aligning to relevant organisational, national and professional strategies.</li> <li>• Collaborates with other DHBs on services and new initiatives.</li> <li>• Demonstrates effective and professional communication skills in negotiation and/or conflict situations.</li> <li>• Acts strategically to support the CDHB vision and values. Lives and models the values of integrity, responsibility for outcomes, care and respect for others.</li> <li>• Provides accurate advice / reports to the Allied Health Clinical Manager, Physiotherapy on professional and strategic issues relevant to scope of professional responsibilities.</li> </ul>
<b>Task</b>	<b>To assist the Clinical Manager with workforce management</b>
Expected Results	<ul style="list-style-type: none"> <li>• Assists Clinical Manager with the recruitment, selection and induction of the physiotherapy workforce in a timely manner.</li> <li>• Proactively enables training, support, mentorship and development of the team to ensure there are appropriate competencies and skill mix across the professional group to deliver service requirements.</li> <li>• Ensures professional supervision of physiotherapy staff is aligned with the requirements of the profession and of the CDBH Allied Health Supervision Policy.</li> </ul>
<b>Task</b>	<b>To assist the Clinical Manager to lead and maintain a high quality service delivery</b>

	<ul style="list-style-type: none"> <li>• Develop and maintain high quality service delivery in line with operational and strategic direction.</li> <li>• Understand and work within the CDHB quality framework.</li> <li>• Ensure contemporary practice is aligned with competency frameworks, Professional Standards of Practice, national and international standards and best practice.</li> <li>• Assist the Allied Health Clinical Manager, Physiotherapy with the development and maintenance of quality management systems to optimise patient care.</li> <li>• Lead, facilitate and demonstrate commitment to continuous quality improvement activities locally, regionally and nationally as agreed with or delegated by Clinical Manager.</li> <li>• Demonstrates an awareness of health inequalities with evidence of implementing actions within clinical practice and identifying solutions for wider service delivery that contribute towards reducing differential access and inequalities for patients/clients and/or whanau.</li> <li>• Ensure that physiotherapy staff are supported to participate and contribute to quality improvement activity, clinical audit, research peer review within and across inter-disciplinary teams and that learnings are shared and applied.</li> <li>• Support remedial performance improvement processes where performance or competency issues are identified.</li> <li>• Lead and contribute to the development of clinical policies, procedures and best practice guidelines (locally, regionally and nationally) within the area of specialty.</li> </ul>
<b>Task</b>	<b>Other Duties</b>
	<ul style="list-style-type: none"> <li>• The Allied Health Clinical Leader will undertake other duties as reasonably requested by the Allied Health Clinical Manager from time to time.</li> </ul>

#### **HEALTH & SAFETY:**

- Observe all Canterbury DHB safe work procedures and instructions.
- Ensure your own safety and that of others.
- Report any hazards or potential hazard immediately.
- Use all protective equipment and wear protective clothing provided.
- Make unsafe work situations safe or, if unable, inform your supervisor or manager.
- Co-operate with the monitoring of workplace hazards and employees health.
- Ensure that all accidents or incidents are promptly reported to your manager.
- Report early any pain or discomfort.
- Take an active role in the Canterbury DHB's rehabilitation plan, to ensure an early and durable return to work.
- Seek advice from your manager if you are unsure of any work practice.
- Complete departmental mandatory training.

#### **QUALITY:**

Every staff member within CDHB is responsible for ensuring a quality service is provided in their area of expertise. All staff are to be involved in quality activities and should identify areas of improvement. All staff are to be familiar with and apply the appropriate organisational and divisional policies and procedures.

## **QUALIFICATIONS & EXPERIENCE:**

### **Essential:**

- A NZ Registered Physiotherapist
- Current Annual Practicing Certificate
- Membership with Professional Body
- 5 years clinical experience with at least three of those years in the area of speciality
- Demonstration of clinical leadership expertise

### **Desirable:**

- Completion of core rotation programme or equivalent
- Project and quality management improvement experience
- Computer skills (MS Office)
- Relevant post graduate clinical qualification, or working towards.
- An understanding of the principles of adult learning

## **PERSONAL ATTRIBUTES:**

### **Mandatory:**

- ◆ Awareness of the application of research and innovation to improve clinical practice and service delivery models.
- ◆ Professional demeanour and high level of personal integrity.
- ◆ Resilient with the ability to manage stressful and unpredictable workload.
- ◆ Self-motivated, independent and utilise a high level of initiative.
- ◆ Interest and skills in adult education.
- ◆ Excellent time management and organisational skills
- ◆ High degree of effective communication and interaction skills at all levels
- ◆ Demonstrated constructive problem solving, negotiation and advocacy skills
- ◆ Flexibility and adaptability
- ◆ Understanding of the requirements for patient confidentiality
- ◆ A working understanding of the Treaty of Waitangi
- ◆ A commitment to working with culturally and linguistically diverse persons

### **Key Behaviours**

- ◆ Ability to “work together” in a truthful and helpful manner.
- ◆ Ability to “work smarter” by being innovative and proactive.
- ◆ Accepts responsibility for actions.

### **Desirable:**

- ◆ Ability to provide inspirational and motivational leadership.

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by staff in this job classification. Staff members may be requested to perform job related tasks other than those specified as deemed appropriate.