

POSITION DESCRIPTION

Canterbury

District Health Board

Te Poari Hauora o Waitaha

July 2017

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 well being of the people living in Canterbury.

Organisational Values

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

POSITION TITLE:

Physiotherapist

REPORTS TO (Title):

Clinical Manager Physiotherapy Services

REPORTS ON A DAILY BASIS TO:

Senior Physiotherapist in Clinical Area

PRINCIPAL OBJECTIVES

To provide physiotherapy which meets the standards of the Physiotherapy Service and Burwood Hospital.

To provide evaluation, therapeutic and educational services to patients/clients of the designated clinical area.

FUNCTIONAL RELATIONSHIPS:

(Who are the customer/consumers/patients)

INTERNALLY:

1	Clinical Manager Physiotherapy Services
2	Service Managers & Nurse Managers
3	Clinical Nurse Coordinators
4	IDT team members of designated clinical area
5	Allied Health and other CDHB clinical staff
6	Medical Referrers
7	Clerical Support Staff
8	Physiotherapy staff and student physiotherapists

EXTERNALLY:

1	Patients/Clients and their Family/Whanau/Carers
2	CDHB, Therapy Services and external Physiotherapists
3	ACC and other Funding Agencies
4	Rehabilitation Equipment and Orthotic Suppliers
5	General Practitioners and Senior Medical Staff
6	Community Support Groups
7	Artificial Limb Centre
8	Physiotherapy Board and NZSP
9	School of Physiotherapy Staff

KEY PERFORMANCE OBJECTIVES:

Task 1	The Physiotherapist is responsible for utilising professional knowledge and skills to ensure provision of quality patient centred physiotherapy services for the designated clinical area, and participation in rostered weekend and on-call work.
Expected Result	<ul style="list-style-type: none"> - Physiotherapy assessments, evaluations and treatments are carried out in accordance with the policies, procedures and the standards of practice for the clinical area as set out in the relevant procedures manual. - Documentation and patient records are accurate, legible and concise and regular audits demonstrate compliance with required policies and standards. - Contribute to the design and establishment of appropriate quality indicators/programmes (e.g. customer satisfaction surveys, evaluation forms, feedback from clinical staff). - Quality indicators demonstrate that the service delivered is perceived to be of high quality. - Clinical and other practices are in accordance with Professional and Divisional standards, i.e. NZSP Standards and Burwood Hospital Infection Control and Safety manuals. - Act as resource physiotherapist for the clinical area. - Ensure knowledge of, and adherence to, Departmental safety standards.
Task 2	The Physiotherapist is responsible for ensuring ongoing involvement in own/other peer review processes.
Expected Result	<ul style="list-style-type: none"> - Formal and informal peer review sessions take place in accordance with Burwood Physiotherapy Department Policy - Annual performance appraisals demonstrate compliance with adopted procedures for peer review.
Task 3	The Physiotherapist is responsible for contributing to professional development initiatives.
Expected Result	<ul style="list-style-type: none"> - Set professional development goals with the Clinical Manager. - Maintain and upgrade skills through review of literature and attending Inservice sessions and appropriate post-graduate course. - Demonstrate documented completion of professional development goals annually.
Task 4	The Physiotherapist is responsible for maintaining ongoing and effective communication with the Clinical Manager.
Expected Result	<ul style="list-style-type: none"> - Attend and participate in own performance review meetings with the Clinical Manager. - Ensure achievement of own performance objectives. - Inform the Clinical Manager of matters which may affect work performance.

Task 5	The Physiotherapist is responsible for ongoing liaison with other physiotherapy staff within the service.
Expected Result	<ul style="list-style-type: none"> - Documented attendance at and active participation in relevant meetings, Inservice and other education sessions, i.e. CPR, Fire, Hydrotherapy and Core Competency Training. - Communication of information is timely, relevant and effective.
Task 6	The Physiotherapist will undertake other duties as reasonably requested by the Clinical Manager.
Expected Result	<ul style="list-style-type: none"> - Supervision of final year physiotherapy students as required. - To ensure that all duties required to be performed in the best interests of Canterbury DHB are done so in a competent and effective manner. - Provide cover to clinical areas as requested. - Provide quality patient centred physiotherapy services for rostered weekend and on-call duties.
Task 7	The Physiotherapist will contribute towards the development of the Physiotherapy Department where appropriate.
Expected Result	<ul style="list-style-type: none"> - Serve as a member of a task group or committee as elected or designated (department or site wide). - Participate in the preparation of service and clinical area policy and procedure manuals. - Maintain functional and professional relationships with other staff and provide collegial support to a high standard.

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 they cannot, 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

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

- Be a New Zealand Registered Physiotherapist (N.Z.R.P.)
- Hold a current Annual Practicing Certificate

PERSONAL ATTRIBUTES:**MANDATORY**

- Ability to “work together” in a truthful and helpful manner.
- Ability to “work smarter” by being innovative and proactive.
- Accepts responsibility for actions.
- Understand and preserve patient confidentiality at all times and be familiar with the requirements of the Privacy Act 1993 with regard to consent for distribution of information between carers and health professionals
- Be in a state of good personal health to carry out the duties expected of a physiotherapist

DESIRABLE

- Possess time management and organisational skills and an ability to prioritise work
- Be able to work under pressure
- Possess initiative, be self-motivated and able to work autonomously with minimal supervision
- Possess excellent written and verbal communication skills
- Be flexible and adaptable
- Have a clinical interest in rehabilitation
- Be able to communicate effectively with a wide range of people in a manner appropriate to the client group
- Demonstrate cultural awareness and have an understanding of human rights legislation.
- Demonstrate an ability to work well in an interdisciplinary team
- Demonstrate a commitment to ongoing continuing professional development

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.