

# STATEMENT OF ACCOUNTABILITY

## Allied Health Consultant/Leader – Service Improvement Planned Care

<b>TEAM</b>	Allied Health
<b>ROLETITLE</b>	Allied Health Consultant – Service Improvement Planned Care
<b>REPORTS TO</b>	Director of Allied Health -Christchurch Hospital
<b>DIRECT REPORTS</b>	This role has direct clinical and people leadership and management responsibilities
<b>BUDGET</b>	N/A
<b>SALARY BANDING</b>	Designated position scale D-E. Allied and Public Health Agreement

**OUR CULTURE** At our Waitaha Canterbury and Te Tai o Poutini West Coast, we are committed to honouring Te Tiriti o Waitangi and its principles by ensuring our partnership with Māori are at the forefront of all our conversations. We are also committed to putting people at the heart of all we do, so that we are all supported to deliver world class healthcare to our communities. This means we all behave with honesty, integrity and courage; doing the right thing by each other and our communities. We demonstrate care and concern for our own and others wellbeing. We believe that diversity and inclusion is critical to ensure we deliver the best care for our diverse communities. Therefore, we always respect and value everyone’s differences. When making decisions we consider and seek a diverse range of viewpoints especially those from minority groups.

**OUR TEAM  
 ACCOUNTABILITY**

As a member of the Allied Health Directorate and Leadership Team, you will actively support and enable the Waitaha Canterbury and Te Tai o Poutini West Coast’s Strategic Direction and the aligned Allied Health Strategic Plan, as a result this role has shared accountability for:

- Support and participation in clinical governance and quality improvement activities to increase collaboration, reduce and eliminate waste.
- Commitment and participation in system and service improvement and transformation to enhance equity and outcomes of the tāngata and their whānau.
- Growth and development of a more capable and diverse Kaiāwhina (Allied Health) workforce aligned with current Waitaha Canterbury and Te Tai o Poutini West Coast healthcare delivery models.
- Active partnership, participation and empowerment of our tāngata whaiora and their whānau through effective use of prevention and early intervention and enablement strategies.
- Implementation and utilisation of data and technology to plan, evaluate and modify the way we deliver efficient care that is timely and responsive and empowering our tāngata whaiora to take greater responsibility for their wellbeing.
- Encouragement, facilitation and utilisation of on-going feedback, data and systematic exploration and implementation of universal and targeted health care support that is underpinned by evidence and best practice, as well as cultural input and co-design process.
- Effective engagement and support of growth, success and development activity, including creating opportunities for other Allied Health professional groups to build capacity and capability beyond individual professions and clinical skill.

- Support and optimisation of professional development and clinical education through inter-professional learning, skills sharing, delegation, positive practice and a growth culture and behaviours to enhance inter-professional and person-centred models of care.
- Support, encouragement, promotion and celebration of Allied Health research, innovation and improvement across all professional disciplines within the Canterbury and the West Coast systems.
- Proactive performance management of staff including behaviours, attitudes and wider contribution to team goals.

**MY ROLE Allied Health Consultant - Service Improvement Planned Care** provides day to day strategic leadership, in order to deliver a sustainable, high-quality service that contributes to the achievement of organisational goals.

Also provides clinical leadership for the Allied Health workforce with a focus on planned care initiatives, workforce development, safe and high-quality care, outcomes focussed practice and integration that support strategic development and organisational priorities.

Provides senior allied health leadership to facilitate the ongoing development of best practice, promotion of inter-disciplinary models of care and professional development, lead service delivery changes and practice development to meet improved consumer outcomes and local or national reporting requirements, and develop, maintain and evaluate organisational systems to facilitate delivery of safe, quality care.

Participates with the service leadership team, in the development and maintenance of effective systems of care and to provide expert allied health input into the strategic leadership and day to day management of allocated service area.

The dominant pillars of this role are Leadership & Management, and Service Improvement. Service need will determine if these roles are required to provide direct patient/client intervention, though the Clinical Practice pillar remains relevant through oversight and expectations of ensuring others are delivering safe and quality clinical practice.



Specifically, the role is responsible for:

- The day-to-day clinical, professional, and cultural leadership, to lead Service Improvement & Planned Care initiatives on the Christchurch Campus, understanding best practice principles in Surgical services, promote inter-disciplinary models of care and professional development and lead service delivery changes and practice development to meet improved outcomes for tāngata whaiora.
- Contributing towards strategic planning and leadership within the Surgical Services as part of the wider clinical and Service Leadership team.

- Be involved in service and policy development by commenting, proposing changes, creating and/or actively implementing policy within the service, Allied Health Directorate or the whole organisation, including support to staff to participate in and contribute to quality improvement activities.
- Effectively planning and managing your own time and time of others while working with other internal and external tāngata (stakeholders), managing meetings, projects, provision of services, as well as long term strategic planning, with potential requirement to support mandatory and formal programmes of education or training.
- Supporting and enabling education of staff through effective skills sharing and delegation framework implementation, both within the Allied Health profession and interdisciplinary teams, including clinical or non-clinical skills development in one on one or group setting, and in some cases undertaking work place assessments (e.g. assessing students or NZQA assessments for assistants, clinical competencies etc.), including support of recruitment and workforce development components.
- Offering basic HR, wellbeing and health and safety advice and referral pathways for escalation when required, supporting HR investigations and processes when required.
- Carrying out clinical / non-clinical audits, initiating, developing, co-ordinating and/or implementing research and development programmes and activities, as well as carrying out research and development work aligned with these or other programmes within the service.
- Professional leadership and supervision of clinical activity and practice within adult medical and Surgical Health, through provision of expert clinical advice, consultation and support to clinical practitioners, while working within professional or occupational policies and be accountable for own professional actions.
- Determining how certain national, regional or organisational policies, legislation and initiatives should be put into practice, and take appropriate actions as well as facilitate your colleagues understanding and integration to these.
- Setting targets and goals for a, division, service or organisation and supporting corresponding informatics processes, such as data gathering and reporting (Care Capacity Demand Management, KPIs, incident management), as well as having regular workforce development conversations.
- Management of clinical case load primarily focusing on the provision of specialised clinical or non-clinical advice or information in relation to the care or education of tangata whaiora through other staff members, responsibility might extend to performing assessment of clinical care needs (including diagnosing), development and implementation of clinical care/interventions or therapy programmes, and in some cases direct delivery of a health care service.
- Driving, supporting and/or facilitating projects and project related work, participation in steering groups and consultation processes.
- Performing other duties as instructed by your manager.

**MY CAPABILITY** To be effective and succeed in this role it is expected the person will have proven capabilities against the **Leads Leaders leadership focus:**

A person with this leadership focus is someone that has strong strategic and clinical leadership responsibilities. Their core focus is to build and connect teams as well as grow and develop strong effective leaders.

- **Cultural Responsiveness** – works proactively with Māori to uphold the principles of Te Tiriti o Waitangi and implements the Waitaha Canterbury and Te Tai o Poutini West Coast’s vision of ensuring equitable outcomes for Maori.
- **Enhancing People Performance** - Improve performance and bring out the best in people; to deliver high quality results for patients.
- **Enhancing Team Performance** - Build cohesive and high performing teams; to deliver collective results that are more than the sum of individual efforts.
- **Achieving Through Others** - Effectively delegate and maintain oversight of work responsibilities; to leverage the capability of people to deliver outcomes for the people we care for.
- **Identifying and Developing Talent** - Encourage and support diversity and build the people capability required to deliver outcomes.
- **Achieving Goals** - Demonstrate drive, optimism, and focus as well as the ability to translate strategy into action; to make things happen and achieve outcomes.

- **Self-Aware** - Understands their impact on others and strengthen personal capability over time.
- **Engaging others** - Connect with people; to build trust and become a leader that people want to work with and for.
- **Resilient and Adaptive** - Show composure, resolve, and a sense of perspective when the going gets tough. Helps others maintain optimism and focus.
- **Honest and Courageous** - Delivers clear messages and makes decisions in a timely manner; to advance the longer-term best interests of the people we care for.

**Clinical/Technical skills (Include if applicable to the role)**

- Computer and typing skills, including knowledge and experience using Microsoft Office Suite and tools including Word, Excel and Teams.
- Strategic planning and policy development skills

**Essential:**

- Minimum a Bachelor degree in the relevant profession.
- NZ Registration with the relevant professional body.
- A current Annual Practicing Certificate with the relevant professional body and scope of practice.
- Minimum 5 years of clinical work experience in the relevant field of specialty and environment, and in-depth knowledge of the health sector and issues affecting tāngata whaiora and equality of healthcare.
- Experience in people leadership and/or management
- Knowledge of change management and Quality Improvement methodology supplemented by experience leading change, projects, as well as practice and quality improvement initiatives across the service
- Knowledge in financial management and experience managing budgets appropriately
- Experience with clinical teaching/supervision, training and development of staff
- Experience making judgements in complex situations where there is incomplete information or solutions are not obvious.
- Post-graduate diploma (leadership or clinical), or certificate with evidence of ongoing professional development and commitment to complete post graduate diploma within the role

**Desirable (Include if applicable to the role):**

- Demonstrated Experience in Planned Care Quality Improvement processes
- Clearance under the provisions of the Vulnerable Children’s Act (2014)
- Membership with the relevant Professional Association
- Full Drivers Licence

## MY RELATIONSHIPS TO NURTURE

### Internal

- Tāngata whaiora and their whānau
- Service, Clinical Managers and Leaders
- Te Korowai Atawhai
- Consumer and Family Advisors
- Executive Director of Allied Health, Scientific and Technical (EDAHST), DAHs and Associate DAHSTs.
- New entry, Professional, Advanced, Expert and Consultant Allied Health Professionals
- Allied Health Educators, Coordinators and Clinical Leaders
- Quality and Patient Safety Team
- Nursing and Medical professionals and leaders
- Union Delegates

### External

- Tāngata whaiora and their whānau
- External community agencies such as NGOs, and Emergency Services
- Mana whenua ki Waitaha
- Ngāi Tahu
- Union Partners
- Education providers

## OUR WELLBEING, HEALTH AND SAFETY

At our Waitaha Canterbury and Te Tai o Poutini West Coast, we're committed to promoting a culture where our people's wellbeing, health and safety is at the core of everything we do. We're committed to a healthy and safe working environment to enable everyone to return home safe and well every day. We're driving for a positive, inclusive, engaging culture where our people feel safe and engaged in their work. We know that it's really important to look after yourself, in order to provide the best possible care to our community. We are all responsible for the health and safety of ourselves and each other. We need to work together to ensure wellbeing, health and safety risks do not put our people at risk of harm.