

# STATEMENT OF ACCOUNTABILITY

## Allied Health Expert – Otorhinolaryngology (ORL)

<b>TEAM</b>	<b>Allied Health</b>
<b>ROLE TITLE</b>	<b>Expert Speech-language Therapist – ORL (Voice, Head &amp; Neck Cancer)</b>
<b>REPORTS TO</b>	<b>Clinical Manager Speech Language Therapy</b> This role may have delegated leadership and supervisory responsibilities, but has no direct reports
<b>DIRECT REPORTS</b>	
<b>SALARY BANDING</b>	Designated B Step 2 – Designated C Step 3 on the degree-based Allied, Public Health, Scientific & Technical Pay Scale 5.2.5: Designated Positions scale

<b>OUR CULTURE</b>	At 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.
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<b>OUR TEAM ACCOUNTABILITY</b>	<p>As a member of the <b>Allied Health Team</b>, you will actively support and enable Waitaha Canterbury and Te Tai o Poutini West Coasts' Strategic Direction and the aligned Allied Health Strategic Plan, as a result this role has shared accountability for:</p> <ul style="list-style-type: none"> <li>• Support and participation in clinical governance and quality improvement activities to increase collaboration, reduce and eliminate waste.</li> <li>• Commitment and participation in system and service improvement and transformation to enhance equity and outcomes of the tāngata and their whānau.</li> <li>• Growth and development of a more capable and diverse Kaiāwhina (Allied Health) workforce aligned with current Waitaha Canterbury and Te Tai o Poutini West Coasts healthcare delivery models.</li> <li>• Active partnership, participation and empowerment of our tāngata whaiora and their whānau through effective use of prevention and early intervention and enablement strategies.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> </ul>
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- 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 RESPONSIBILITY

As per South Island Allied Health Career Framework, **Allied Health Expert** demonstrates highly specialist knowledge and skills to manage highly complex presentations. The role works in partnership with AH Leaders and Managers to contribute expert knowledge, skills and/or leadership to a specific and identified scope of work and/or clinical specialty and across the continuum of health care, through for example: consultation, support, advice, training, education and research, and/or optimising interdisciplinary (IDT) development with the aim of improving patient/client care and outcomes and contributes to the achievement of organisational goals. The role may work across service boundaries, as well as regionally and/or nationally.

The Allied Health Expert is expected to spend a significant amount of time within the clinical practice pillar, though this role will also have time divided across all 3 of the other pillars, with teaching, leadership and service improvement & research all expectations for the Expert level. How this is divided across the pillars will be dependent on the demands and requirements of the particular role. It will be necessary for this role to have dedicated time to meet the expectations across the pillars.



Specifically, the role is responsible for:

- 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 tāngata whaiora directly or through other staff members, responsibility might extend to performing complex assessments of clinical care needs (including diagnosing), development, consultation and implementation of clinical care/interventions or therapy programmes, with occasional requirement to deliver health care service directly.
- Effectively planning and managing your own clinical and non-clinical 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 profession-related conferences, formal programmes of education or training.

- Be involved in service and policy development by commenting, proposing changes, creating and/or actively implementing evidence based clinical policy within the section, department, service, directorate or the whole organisation, including support to staff to participate in and contribute to quality improvement activities.
- Day to day use of general and specialty equipment and training other staff and tāngata whaiora on safe equipment use, practices and maintenance.
- Acting as an expert in the field delivering professional leadership and supervision of clinical activity and practice, through provision of expert clinical advice, consultation and support to clinical practitioners, while working within professional or occupational policies and being accountable for own professional actions.
- Supporting and enabling education of staff through effective learning needs analysis, skills sharing and delegation framework implementation, both within the Allied Health profession and inter-disciplinary teams, including clinical or non-clinical skills development in one on one or group setting, including support of recruitment and workforce development components.
- Performing clinical, professional and/or cultural leadership and/or supervision of staff across teams, departments or service area.
- Lead and/or participate in the initiation, development, implementation, co-ordination and/or evaluation of research activities relevant to your team, service area/s or departments. Research activities may include high level clinical audits, participating in research and development, clinical trials or equipment testing
- 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.
- Developing and promoting care pathways for people requiring restorative care/reablement/rehabilitation through a range of interventions.
- Demonstrating a broad understanding of the fiscal implications of clinical decisions and acting accordingly.
- Performing other duties considered to be within the scope of this role as agreed by you and your manager.

**Depending on the context of your role you may also be responsible for working together with the Service and Professional Group Leadership team of the allocated service area**

- Providing senior allied health leadership to facilitate the ongoing development of best practice, promote inter-disciplinary models of care and professional development and lead service delivery changes and practice development to meet improved consumer outcomes and local or national reporting requirements.

To be effective and succeed in this role it is expected the person will have proven capabilities against the Specialist Leadership focus:

The core focus of their role is to advise and support other leaders in developing and delivering strategy. They have responsibility for determining how to solve organisational or clinical challenges and are often asked to advise on the best course of action.

- **Cultural Responsiveness** – works collectively with Māori to uphold the principles of Te Tiriti o Waitangi and supports Waitaha Canterbury and Te Tai o Poutini West Coasts' vision of ensuring equitable outcomes for Māori.
- **Leading with Influence** - Lead and communicate in a clear, inclusive and inspiring way; to influence others to embrace change and take action.
- **Leads Strategically** - Think, plan, and act strategically; engage others and partner with Māori in the vision and values, and position teams/the organisation/the sectors to meet future needs of the people we care for.
- **Enhancing Organisational Performance** - Drive innovation and continuous improvement; to sustainably strengthen organisational performance, ensure equitable outcomes for Māori and improve outcomes for our patients.
- **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:

- Computer and typing skills, including knowledge and experience using Microsoft Office Suite and tools including Word, Excel and Teams.
- Ability to analyse and assess clinical data using appropriate tools.
- Mandatory training as required for the role, including CPR.
- Other specialised training as applicable to the specialty of the role:
  - Advanced skills and competency in assessment and management of adult dysphagia within ORL
  - Advanced skills in the assessment and management of acquired communication disorders within ORL
  - Advanced skills and competency in adult videofluoroscopy (VFSS), minimum Level 4 NZSTA VFSS competency
  - Advanced skills and competency in adult Flexible Endoscopic Evaluation of Swallowing (FEES), minimum Level 4 (Endoscopist) NZSTA FEES competency
  - Advanced skills and competency in adult tracheostomy, minimum Level 4 NZSTA Tracheostomy competency with Head and Neck Competencies
  - Level 4 NZSTA Surgical Voice Restoration Post Laryngectomy competency
  - Advanced skills and experience in voice therapy
  - Advanced skills and experience in stroboscopy
  - Cat Level 1 equipment assessor

#### Essential:

- Post graduate qualification or further training / qualifications.
- Advanced experience, education and/or qualification in the area of specialty that is applicable to the role.
- 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.
- 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.
- Experience in people leadership and/or management.
- Experience in quality / service improvement & research activities.
- Knowledge of NZ Health & Disability sector standards and the Privacy Act within a health context.

**Desirable:**

- Flexible Laryngoscopy competency as per NZSTA competency framework

**MY RELATIONSHIPS  
TO NURTURE**

**Internal**

- Service, Clinical and Case Managers and Leaders
- Executive Director of Allied Health, Scientific and Technical (EDAHST), DAHs and Associate DAHSTs.
- New entry, Professional, Advanced, and Consultant Professionals.
- Allied Health Educators, Coordinators and Professional Leaders
- Nursing and Medical professionals and leaders
- Union Delegates

**External**

- Tāngata whaiora and their whānau
- Other professional colleagues across the Canterbury region and nationally (and internationally as appropriate)
- Relevant training institutions
- Support Groups
- Professional Associations and Regulatory Authorities
- Consumer Groups, family-whānau groups
- Other stakeholders e.g. NGOs, government departments and agencies
- Mana whenua ki Waitaha
- Local iwi
- Union Partners

**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.