

Position Description | Te whakaturanga ō mahi

Health New Zealand | Te Whatu Ora

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Title	Radiation Oncology Medical Physics Registrar
Reports to	Chief Physicist
Location	Christchurch
Department	Medical Physics & Bionengineering
Date	DD-MM-YYYY
Salary band (indicative)ⁱ	APEX Medical Physicist Collective Agreement
Children's Worker roleⁱⁱ	No

Better Health, Better Care, Every Day.

Health New Zealand | Te Whatu Ora is committed to providing high-quality healthcare for all New Zealanders. We are focused on improving access to care, delivering better health outcomes, achieving national health targets, and ensuring the long-term sustainability of our health system.

We know that great healthcare starts with great people. That's why we are committed to building a high-performing, inclusive workplace where our people are supported to grow, contribute, and make a real difference for patients, whānau, and communities across Aotearoa.

About the role

The primary purpose of the role is to:

Train to become a certified medical physicist. This training is through the ACPSEM Training, Education and Accreditation Programme (TEAP) in Radiation Oncology Medical Physics. The period of employment is 3-5 years depending on whether the candidate has completed an MSc, which is the duration of the ACPSEM training programme, subject to successful completion of the various stages of the training programme.

Key Result Area	Expected Outcomes / Performance Indicators
1. Scientific and clinical	- Gain skills across the whole breadth of Radiation Oncology Medical Physics as assigned during training. This will include acceptance testing, commissioning and calibration of radiation therapy equipment, routine equipment QA, treatment planning support, patient specific QA and plan checking, brachytherapy, use of unsealed sources and radiation safety. - Support clinical project work to improve service delivery, quality of patient treatment and effective use of resources and IT as assigned - Develop the ability to problem solve in dealing with complex clinical and technical issues - Demonstrate sound scientific skills in the analysis and interpretation of data, experimental results and published literature

	• Pay attention to detail and initiate self-checking procedures to ensure the accuracy and consistency of results and analysis • Carry out research, development and innovation work in Radiation Oncology and Medical Physics as agreed with the Principal Medical Physicists and the Chief Medical Physicist • Participate in academic publication of innovative work within Medical Physics • Meet the professional standards required of a medical physics registrar • Achieve ACPSEM TEAP training milestones
2. Quality and risk	• All practices meet regulatory requirements • All practices meet relevant expert body safety codes of practice, quality standards and recommendations • Support the implementation of evidence-based Radiation Oncology and Medical Physics practice in line with local, regional, national and international initiatives as assigned • Work under the supervision of a medical physicist • Adhere to Health NZ policies and procedures • Participate in evaluation activities to measure the effectiveness of processes and systems • Participate in clinical audit to enhance the clinical implementation of evidence-based practice relevant to Medical Physics • Support a culture of continual quality improvement • Contribute to continual development and updating of internal policy and procedures • Ensure that risks are identified and communicated
3. Works collaboratively to ensure safe and effective care delivery	• Uphold Health NZ and department values to optimise health outcomes and deliver a patient focused culture • Support a team/multidisciplinary approach to achieve service objectives • Use a cooperative and flexible style to ensure service delivery objectives are met • Contribute to the wider clinical multi-disciplinary team • Maintain positive relationships with key stakeholder groups • Communicate effectively and with the required level of information sharing and dissemination within the medical physics team and with the wider multidisciplinary team • Use communication methods, either written or verbal, that are appropriate for the situation • Maintain effective records and documentation as required for regulatory, clinical practice and Health NZ requirements
4. Training and education	▪ Actively work towards completing MSc in Medical Physics ▪ Actively work towards Certification in Radiation Oncology Medical Physics and achieve ACPSEM TEAP training milestones ▪ Attend and participate in departmental and other appropriate education sessions

	Present at medical physics seminars and at national and regional conferences
Key Result Area	Expected Outcomes / Performance Indicators
Access and Outcomes	- Supports efforts to improve access to services and achieve better outcomes for the communities we serve. - Uses evidence and insights to identify barriers and opportunities for improvement. - Contributes to inclusive, responsive, and effective service delivery.
Te Tiriti o Waitangi	- Demonstrates a commitment to understanding and applying Te Tiriti o Waitangi in a practical and appropriate way. - Supports initiatives that improve outcomes for Māori and strengthen relationships with Māori partners and stakeholders. - Contributes to an inclusive workplace that values diversity and supports the attraction, development and retention of Māori employees.
Health & safety	- Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. - Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. - Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	- Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. - Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. - Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.

Matters which must be referred to your manager

- Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.

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Relationships

External	Internal
- ACPSEM TEAP National Co-ordinator - ACPSEM - University of Canterbury - Other service providers - Families/whanau and caregivers	- Medical Physics Team - Multi-disciplinary colleagues

About you – to succeed in this role

You will have

Essential:

- BSc in Physics or equivalent
- Eligibility for enrolment in ACPSEM TEAP (Radiation Oncology)
- Establish and maintain positive working relationships with people at all levels within the public and private sectors, related industry and community interest groups and the wider national and international communities
- Demonstrate a strong drive to deliver and take personal responsibility

You will be able to

Essential:

- Deliver results through effective planning, sound judgement, and personal accountability.
- Build trusted relationships and works collaboratively to achieve shared goals.
- Communicate clearly and adapts their approach to different audiences and situations.
- Demonstrate curiosity, adaptability, and a commitment to continuous improvement.
- Maintain high standards of professionalism, integrity, and ethical behaviour.
- Contribute to a positive, inclusive, and safe working environment.
- Take responsibility for their own development and supports the development of others where appropriate.
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ⁱ Salary band reference is for internal benchmarking and role sizing purposes only. The salary band designation is not a term or condition of employment and may be changed by the HNZ. Changes to the salary band will not affect an employee's current salary or remuneration.

ⁱⁱ The Children's Act 2014 makes provisions for the protection of children and helping them thrive, achieve and belong. At Health New Zealand, we safety check every children's worker. The purpose of this safety check is to reduce the risk of harm to young people and is a legal requirement for those employed in work that involves contact with children and young people including face-to-face, over the phone, or email contact. It is part of our commitment to ensuring the wellbeing and safety of children and young people. Your continued employment with Health NZ is conditional on a satisfactory safety check.