

# Specialist Palliative Care Doctor Or Medical Officer

#### **GOAL**

To be a vibrant, learning and sustainable organisation that delivers excellence in specialist palliative care for the people of Whanganui

This job description is written for the position as at March 2024 and is subject to amendment from time-to-time.

Position title:	Specialist Medical Officer (SMO) or Medical Officer (MO)	
Primary place of work:	Hospice Whanganui	
Position status:	Permanent, Part-time	
Hours of work:	0.6 FTE to Full-time (Negotiable)	
Reports to:	Medical Lead	

#### Purpose of position

To provide excellent palliative care to patients of Hospice Whanganui.

To provide medical support on a rostered and rotational basis to all Hospice Whanganui patients, with the primary component of the role being community-focused.

To provide clinical support to the Hospice Whanganui clinical team including training and oversight where needed.

To provide timely, medical support to external partners, including GPs, Hospital clinicians, Aged Residential Care Providers, St John's Ambulance and others.

To provide active, medical input to HW's clinical excellence as part of an interdisciplinary team (IDT), in line with its holistic ethos and in accordance with the NZ Palliative Care Standards.

To provide medical support and training to staff, patients, whānau and external partners as required in line with the values of Hospice Whanganui.



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#### **Functional Relationships**

Internal: Chief Executive Officer and members of the HW Management Team

Hospice Medical Officers Multi-disciplinary team

All clinical and non-clinical staff at Hospice Whanganui

Medical on-call team

Hospice Wanganui volunteers and contractors

<u>External</u>: Patients and their whānau (families and networks)

Local GP (General Practice) teams

Te Whatu Ora Whanganui and all hospital clinicians

St John's Ambulance Māori Health providers

Community health care providers

Aged care providers

Relevant partners like pharmacies and other providers of services

Arohanui Hospice and other Hospices in the HNZ network ANZSPM (Australia and NZ Society of Palliative Medicine)

Hospice NZ

Palliative care providers nationally

Summary of Key Duties	
1. Clinical responsibilities	2. Training and Professional Development
3. Teamwork and Collaboration	4. Health and Safety
5. Organisational Values	6. Te Tiriti o Waitangi



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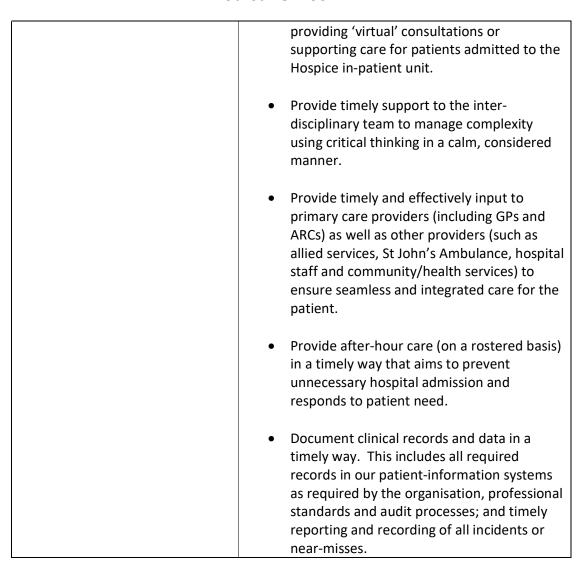
#### **KEY DUTIES**

### 1. Clinical responsibilities

Responsibilities	Key Performance Indicators
Ensure that the highest standard of palliative care and management is provided to Hospice patients in line with the NZ Palliative Care Standards and Hospice Whanganui Standards.	<ul> <li>Provide a senior role in driving clinical excellence and innovation through all of Hospice Whanganui's work across all settings.</li> <li>Provie an equitable medical service that responds to the holistic needs of our patients and whānau. This includes</li> </ul>
	symptom management, end of life care, and psycho-social support, in line with Hospice philosophy.
	<ul> <li>Support other Medical Officers, Nurse Practitioners and Registered Nurses (RN) with effective triage of referrals and discharge from the service based on a sound understanding of referral criteria.</li> </ul>
	<ul> <li>Assess and review patients in a timely and efficient manner as determined by the inter- disciplinary team; and formulate a shared care plan that reflects the patient's goals of care is formulated for all patients.</li> </ul>
	<ul> <li>Assessments and diagnostic services take into account the patient's unique circumstances and use accepted assessment tools and methods (such as IPOS, AKPS etc).</li> </ul>
	<ul> <li>Care is tailored to the patient's preferences which includes visits to the patient's place of residence, providing out-patient clinics,</li> </ul>



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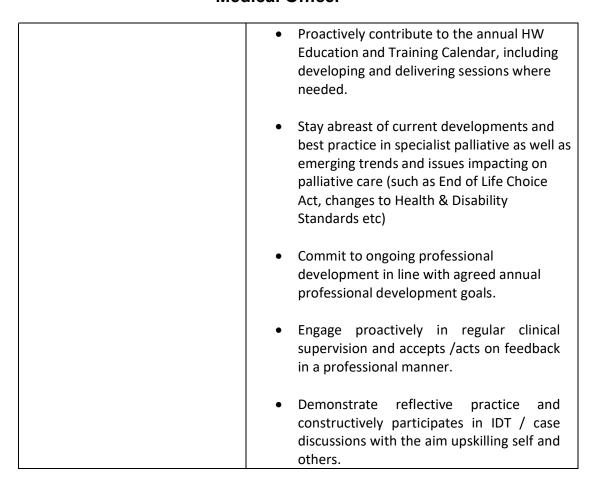


#### 2. Training and Professional Development

Responsibilities	Key Performance Indicators
Contributes to specialist palliative care training and education and commits to ongoing professional development in specialist palliative care.	<ul> <li>Regularly, and as agreed with the Medical Lead, contribute to specialist education and training of in-house and external colleagues.</li> </ul>



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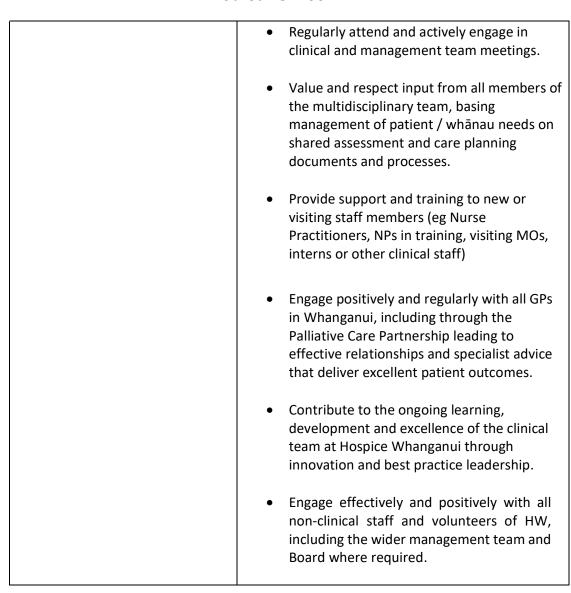


#### 3. Teamwork and Collaboration

Responsibilities	Key Performance Indicators
Teamwork is exemplified in the timely and constructive specialist support provided to the IDT as well as specialist advice and	<ul> <li>Actively and positively support the Medical Lead to design, implement and monitor new initiatives or innovative practices.</li> </ul>
support to other providers.	<ul> <li>Positively and proactively engage in daily hand-over meeting and weekly IDT meetings, leading to trusting relationships in the team and excellent patient outcomes.</li> </ul>



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#### 4. Health and Safety

Responsibilities	Key Performance Indicator
Comply with all safe work procedures, policies and instructions.	<ul> <li>Complete Hospice Whanganui mandatory training.</li> </ul>
	<ul> <li>Take personal responsibility for</li> </ul>



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	maintaining safe environment for self, colleagues and the patient / whānau.
Report all incidents, hazard, near misses and injuries in a timely manner.	<ul> <li>Complete all accident and hazard forms in a timely way if and when required, including medical and drug errors.</li> </ul>

### 5. Organisational Values

Responsibilities	Key Performance Indicator
Owning and living HW's core values	<ul> <li>Core HW values are lived out and demonstrated in all aspects of work.</li> </ul>
	<ul> <li>The patient and their whānau are central to all clinical decisions.</li> </ul>
	<ul> <li>The aspirational goals and strategic direction of the organisation are advanced in all aspects of work.</li> </ul>
	<ul> <li>Constructive and respectful feedback from others is welcomed and accepted in an open and collegial way.</li> </ul>
	<ul> <li>Conflicts and tensions are resolved in a timely, respectful and courageous manner to maintain a culture of kindness and respect.</li> </ul>
	<ul> <li>Kotahitanga (unity), Māia (courage), manaakitanga (respect, generosity, kindness) and accountability are foundational principles in all aspects of work and relationship at HW.</li> </ul>



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•	Positively represents Hospice Whanganui in all dealings with stakeholders, partners and our community.

#### 6. Te Tiriti o Waitangi

Responsibilities	Key Performance Indicator (Job holder is successful when)
Commitment to the principles of Te Tiriti O Waitangi	<ul> <li>Demonstrate an understanding of the Treaty of Waitangi and its principles.</li> </ul>
	<ul> <li>Integrate the principles of the Treaty of Waitangi into all practices and management procedures where possible.</li> </ul>
Understanding of and commitment to addressing the barriers to equitable access to our service	<ul> <li>Commit to ongoing learning to better support our Māori community and to address any real or perceived barriers to equity.</li> </ul>
	<ul> <li>Work collaboratively with Māori to provide the best care and outcomes for Māori patients and whānau.</li> </ul>
	<ul> <li>Work collaboratively with Māori service providers to ensure positive and culturally appropriate outcomes for Māori.</li> </ul>



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#### **Person Specifications**

The following are the requirements the individual must have to successfully perform the requirements of this job:

Experience and Skills	<ul> <li>A minimum of two years' relevant experience is desirable but not essential.</li> </ul>
	<ul> <li>Experience working in a clinical setting with a holistic kaupapa or philosophy is desirable.</li> </ul>
	<ul> <li>Experience and interest working in a community setting is desirable.</li> </ul>
	• An understanding of and interest in tikanga Māori and
	An understanding of and interest in tikanga Māori and addressing barriers to equity in healthcare is desirable.
Qualifications,	<ul> <li>addressing barriers to equity in healthcare is desirable.</li> <li>For the Specialist position, the candidate must have FRACP –</li> </ul>
other	·
requirements	Palliative Medicine or FAChPM or equivalent (agreed by RACP
requirements	and NZMC as appropriate for NZ practice).
	For the Medical Officer position, the candidate must be
	registered or meet the requirements for registration with the
	New Zealand Medical Council.
	He/she will have a commitment to the Hospice philosophy.
	<ul> <li>Current drivers' license is essential as a large component of this role involves visiting patients and whānau in the community, including rural areas.</li> </ul>
	Fluency in English is essential as is the ability to communicate and interact effectively with a diverse range of people.
Essential	Able to maintain a high level of professionalism and resilience
Personal Attributes	even when under pressure.
	<ul> <li>Approachable and willing to always engage positively with</li> </ul>
	colleagues.



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- Able to reflect on own practice and act on constructive feedback from others.
- Able to work effectively as part of a cohesive, interdisciplinary team, recognising the value of others' inputs and expertise.
- Able and willing to solve problems and contribute to solutions in the interest of the organisation.
- Able to make effective and timely decisions.
- Able to teach and support other clinical staff while working.
- Excellent time management and prioritisation skills and able to be highly productive.
- Loyal to the organisation and committed to its ongoing development and improvement.
- Committed to the values of the organisation at all times.