

## Position Description

Vacancy ID: 5301

<b>Position:</b>	Clinical Psychology– Oranga Hinengaro
<b>Reports to:</b>	Clinical Manager Maōri Mental Health Oranga Hinengaro Mental Health & Addictions Uru Rauhi
<b>Professional Accountability:</b>	Professional Leader Psychology
<b>Responsible For:</b>	Psychological Students or interns on clinical placements
<b>Functional Relationships:</b>	<p><b>Internal</b></p> <ul style="list-style-type: none"> <li>Mental Health and Addiction Services Uru Rauhi</li> <li>Other Clinical Managers</li> <li>Clinical Educator Mental Health</li> <li>Other teams at MidCentral Health’s Mental Health Service</li> <li>all other MidCentral Health Clinical Psychologists</li> <li>Other hospital personnel</li> </ul> <p><b>External</b></p> <ul style="list-style-type: none"> <li>Cluster Leadership</li> <li>Multi-disciplinary teams (including medical, nursing and allied health professional staff)</li> <li>NGO’s</li> <li>Occupational Health &amp; Safety</li> <li>Family, Whanau, carers</li> <li>Infection Prevention &amp; Control</li> <li>General Practice Teams</li> <li>Quality &amp; Clinical Risk</li> <li>Community Healthcare Providers</li> <li>Other allied health teams</li> <li>Medical and nursing colleagues</li> <li>Accident insurers e.g. ACC</li> <li>Other DHBs</li> <li>Enable NZ (where applicable)</li> </ul>
<b>FTE</b>	<b>1.0</b>

### Organisation Context

MidCentral District Health Board (MDHB) is undergoing a transformational change programme to firmly establish itself as a high performing health system that meets the current and future demands of its communities.

A key component of the transformation change programme is the implementation of the Integrated Service Model – the vehicle by which MDHB will implement the DHB’s strategy (displayed at Appendix B). At maturity, the Integrated Service Model will deliver an integrated health and social care system that ensures individuals, patients, family/whanau and communities are the centre of everything we do.

The transformation will provide an improved service experience and a work environment where staff feel valued and empowered to carry out their work with excellence.

## Description of Service

Oranga Hinengaro Māori Mental Health service is a specialist Kaupapa Maori Mental Health Service delivering comprehensive mental health services across the life span to Maori presenting with moderate to severe mental health and addiction issues.

- Acknowledge the importance of identity for Māori and its significance to the recovery process and the achievement of Whānau ora
- Understand and apply health policy, legislation and standards, of practice that recognises the significance of Te reo Māori, Māori concepts and modes of practice that achieves Whānau ora.
- Demonstrate cultural fluency in a range of Maori practices and settings.
- Recognise that Maori have processes that promotes and support the establishment or relationships through kinship, genealogy, history and location.
- Acknowledge the significance of manaaki in the process of engagement and whakamana which contributes to whānau ora

## Purpose of Position

- To provide a high standard of clinical psychology practice and clinical expertise, contributing to the provision of an efficient and effective service for the Child/Adult Mental Health Service
- To contribute in an effective and cooperative manner within the multi-disciplinary treatment teams.
- To provide clinical supervision and instruction for psychology students/ interns working in the Service and other psychologists in the wider MidCentral Health as required
- The position is expected to provide services to where the need is required across the District Health Board and may be allocated to Palmerston North Hospital. However, staff could be allocated to and /or rotated between specific and general services or facilities determined by service requirements.

<b>Clinical Practice</b>	
<b>KEY TASK</b>	<b>PERFORMANCE MEASURE</b>
<p>Provides comprehensive, effective and timely assessments and treatment in accordance with contractual and referrer requirements and with accepted profession's Standards of Practice and Ethical Guidelines.</p> <p>Takes legal and professional responsibility for managing their own case load of patients / clients, with increasing complexity and be able to independently adapt and make decisions regarding intervention.</p> <p>Works with clients and their whanau to ensure a shared approach to therapy to enable quality outcomes.</p> <p>Demonstrates culturally safe and bicultural practice with patients and their whanau.</p> <p>Demonstrates evidence best practice models.</p> <p>Completes documentation consistent with legal and organisational requirements. Client contacts &amp; consent, along with assessments and treatment plans are clearly and objectively documented in the client's clinical file.</p> <p>Daily intervention data is entered into the identified system</p> <p>Works as an active, positive, creative and supportive member of multi-disciplinary teams within all clusters / ward teams.</p> <p>Actively contributes at clinical meetings and case conferences to ensure the delivery of a coordinated multidisciplinary service.</p> <p>Work in partnership with community organisations to provide care in the right place at the right time.</p>	<p>Referrals and caseloads are effectively and appropriately managed, in order to respond to the needs of the service user and their family/whanau.</p> <p>Family/whanau and significant others are involved with the consumer's assessment and care plan, as appropriate.</p> <p>Appropriate information and education given to clients and their family/ whanau.</p> <p>Uses appropriate informal or formal assessments, eg psycho-diagnostic, neuropsychological and behavioural assessments, general psychometric testing to support diagnosis and clinical formulation, identifying strengths and deficits and establish therapeutic goals.</p> <p>Delivers care in a culturally sensitive manner.</p> <p>Consumer contacts, assessment and treatment plans are clearly and objectively documented in the service user file.</p> <p>Short term input for the service user in the inpatient setting and support with transition to appropriate co Completes functional assessments and behaviour plans to manage challenging behaviours.</p> <p>Have input in to safety planning and crisis management.</p> <p>May be involved in delivering individual, whanau and/or group work.</p> <p>Provides effective and timely consultation and liaison with, and provides appropriate advice and information to referral agents, general practitioners, and other relevant agencies consistent with the client's treatment and care needs.</p>

<b>Leadership and Management</b>	
<b>KEY TASK</b>	<b>PERFORMANCE MEASURE</b>
<p>Leads, attends and contributes to relevant department, clinical and team meetings.</p> <p>Assists in quality assurance activities.</p>	<ul style="list-style-type: none"> <li>Legislative requirements for the collection, use and storage of health and disability information are met.</li> <li>Implements or reviews clinical audits as required.</li> <li>Provides clear delegation of tasks, ensures delegated tasks and appropriate documentation / sign off is carried out to ensure service user safety.</li> </ul>
<b>Teaching and Learning</b>	
<b>KEY TASK</b>	<b>PERFORMANCE MEASURE</b>
<p>Demonstrates commitment to the ongoing development and practice of the profession and service as part of the MDHB clusters.</p> <p>Maintaining competency to practise through identification of learning needs, reflective practice and continuing professional development (CPD) activities</p> <p>Completes mandatory training as applicable for the role.</p>	<ul style="list-style-type: none"> <li>Actively participates in own annual performance, sets goals and performance measures for ongoing personal and professional development.</li> <li>Reasonable participation in the formulation and audit of standards, practice guidelines, project work and other activities is required to maintain or improve the quality of services delivered.</li> <li>Regular performance review is undertaken with the Clinical Manager and in conjunction with the Professional Leader, Psychology.</li> <li>Delivers interdisciplinary education within the direct clinical area and discipline specific education across DHB and community teams.</li> <li>Provides and receives regular mentoring / supervision and in line with organisational and professional practice standards.</li> <li>Sponsorship or supervision of clinical psychology students/intern as required.</li> <li>Ability to review current work practices and research and make recommendations to changes in practice.</li> </ul>

<b>Service Improvement and Research</b>	
<b>KEY TASK</b>	<b>PERFORMANCE MEASURE</b>
<p>Participates in quality improvement activities</p> <p>Contributes to annual planning process, including identifying gaps in service and participating in work / projects that may result from the planning process.</p> <p>Develops partnerships with external organisations to provide an integrated service.</p>	<ul style="list-style-type: none"> <li>• Awareness of and complies with all legislative and contractual requirements as applicable to the role (Privacy Act 1993, Children’s Act 2014, Privacy act, ACC service specifications etc).</li> <li>• Participates in local quality audits and research projects, audits are completed according to contractual and management requirements.</li> <li>• Participates in sub regional and regional professional networks and initiatives.</li> <li>• Shows openness to change and courage in working differently to provide the most efficient patient centred service.</li> </ul>
<b>Health and Safety</b>	
<b>KEY TASK</b>	<b>PERFORMANCE MEASURE</b>
<p>Apply Health and Safety knowledge and skills to all work practices to ensure compliance with the Health and Safety at Work Act 2015 and any subsequent amendments or replacement legislation</p>	<ul style="list-style-type: none"> <li>• Is familiar with all policies and procedures as they affect the work environment.</li> <li>• Ensure that safe working procedures are practised and no person is endangered through action or inaction.</li> <li>• Is aware of and can identify hazards and take action accordingly, including preventing or minimising the adverse effects of hazards.</li> <li>• Is able to apply MidCentral District Health Board’s emergency procedures, including use of safety equipment and materials.</li> <li>• Ensure that all incidents including near misses are reported within the required timeframe using the District Health Board’s incident reporting system.</li> <li>• Actively participate and support others in the District Health Board’s Health and safety programmes, through input into meetings and feedback through committee structures.</li> </ul>
<b>Treaty of Waitangi</b>	
<b>KEY TASK</b>	<b>PERFORMANCE MEASURE</b>
<ul style="list-style-type: none"> <li>• Has Treaty of Waitangi knowledge and application</li> </ul>	<ul style="list-style-type: none"> <li>• Has knowledge and understanding of the Treaty of Waitangi and its application in Health in terms of the articles and principles.</li> <li>• Understand and work towards improving the equity of health outcomes in our community.</li> <li>• Applies the Treaty of Waitangi/Te Tiriti of Waitangi to health care practice</li> </ul>



	<ul style="list-style-type: none"><li>• Service activity, development and implementation is undertaken in accordance with the provisions of the Treaty of Waitangi – Partnership, Protection and Participation</li><li>• Consultation is undertaken with appropriate Māori communities</li><li>• Attends the MDHB cultural competency education including the Treaty of Waitangi.</li></ul>
<b>Further duties as determined from time to time by the Operations Executive and Clinical Manager</b>	

## Key Competencies

Competencies are the skills, knowledge and attributes required to be fully competent in this position. There will be a programme available for appointees to meet competencies where a need for continued development is identified.

For the purposes of selection essential competencies have been identified, and decisions will be made based on the ability of applicants to meet these:

### ESSENTIAL COMPETENCIES:

- MA and Post Graduate Diploma or doctoral level qualification in clinical psychology
- Registered as a clinical psychologist in New Zealand
- Clinical Assessment and therapy skills and experience working in Mental Health
- Ability to work as a member of a multi-disciplinary team
- Commitment to service user participation in the development and delivery of services
- Ability to apply theoretical and professional knowledge based concepts to practice
- Commitment to ongoing personal and professional development and service improvement
- Effective written, oral and interpersonal communication skills
- Ability to manage time and resources to achieve results
- Understanding of and demonstrated commitment to the principles of Te Tiriti O Waitangi / Treaty of Waitangi and the principles of cultural safety in health care
- New Zealand Drivers Licence (full)
- Meets the statutory and organisational requirements for working with children, as per the Children's Act 2014 and MidCentral District Health Board policy, including a satisfactory police check and other safety checking processes
- Knowledge of and experience working with issues relating to domestic violence, elder abuse and neglect

### DESIRABLE COMPETENCIES:

- Experience in working in multi-professional team settings in the community or hospital setting
- Knowledge and experience in the field of mental health
- Knowledge and experience of working with adults
- Knowledge and experience in neuropsychology
- Some knowledge of the Palmerston North area and surrounding districts
- Membership of New Zealand professional groups – NZ Psychological Society and/or the New Zealand College of Clinical Psychologists
- Skills in clinical research or empirical evaluation of service and outcomes



## Physical Attributes

*Under the Human Rights Act 1993 discrimination based on disability is unlawful.*

*MDHB will make all reasonable efforts to provide a safe and healthy work place for all, including persons with disability.*

*Every effort has been made to outline requirements clearly. If a potential applicant has uncertainties about their ability to fulfil these physical requirements, enquiry should be made whether it would be possible to accommodate a particular issue by obtaining advice from Occupational Health & Safety / Infection Control Team.*

- Ability to move about and undertake necessary duties in all areas of Palmerston North Hospital and Palmerston North community including situations where space may be restricted.
- Ability to frequently stand, walk, stretch, sit, bend, twist, lift/move heavy weights.
- Manual dexterity is required to operate equipment and write.
- Visual ability sufficient to drive, write and use equipment.
- Hearing and speech sufficient to communicate with clients.
- Mental concentration and related abilities are required commensurate with professional standards.
- Skin should not be fissured, scaly, cracked on hands, forearms, face, head or neck.
- Ability to undertake frequent handwashing.
- Freedom from colonisation or infection with MRSA.
- Absence of a health condition which could increase appointee's susceptibility if exposed to infections a little more frequently than in normal daily living.
- Must be able to function under rapidly changing and demanding conditions.



## Clinical Psychologist Scope of Practice

(Under the Health Practitioners Competence Assurance Act 2003)

**Clinical Psychologist;** Clinical Psychologist apply psychological knowledge and theory derived from the research to the area of mental health and development to assist children, young persons, adults and their families with emotional, mental development or behaviours problems by using psychological assessment formulation and diagnosis based on biological social and psychological factors and applying therapeutic interventions using a scientist-practitioner approach. Such practice is undertaken within an individual's area and level of expertise and with due regard to ethical, legal and Board prescribed standards.

The following qualifications have been prescribed for registration as a psychologist in the clinical scope of practice.

A minimum of a Masters degree in psychology from an accredited educational organisation and/or an accredited Postgraduate Diploma in Clinical Psychology or an equivalent qualification. Eligibility for a clinical psychology scope for practice shall require a Board approved practicum or of internship involving 1500 hours of supervised practice.

## Conditions of Appointment

### EMPLOYMENT AGREEMENT

#### **APEX and District Health Boards Psychologists Multi-Employer Collective Agreement**

The Collective Agreement which covers the work of this position is the APEX and District Health Boards Psychologists Multi-Employer Collective Agreement which applies to employees appointed to roles that are covered by this Collective Agreement and who are members of the Association of Professional and Executive Employees Incorporated (APEX) union.

#### **PSA & DHB Multi-Employer Collective Agreement for Public, Allied and Technical Health Employees, Lower North Island**

However, the Public, Allied and Technical Health Employees Collective Employment Agreement also contains provision for psychologists and you are able to become a party to this Collective Employment Agreement if you wish. The union that represents employees in this collective is the PSA.

### NATURE AND TENURE OF APPOINTMENT

The appointment will be subject to the conditions contained in this schedule, MidCentral District Health Board's policies and appropriate legislation.

The appointment is permanent but may be terminated in writing by either party in accordance with the provisions in the relevant Collective Agreement or Individual Employment Agreement. In the event of the appointee being found to have breached the organisation's code of conduct or other policies, the appointment may be terminated without notice.

### SALARY

The annual salary for the position will be negotiated within the salary range applicable to the Psychologist Multi-Employer Collective Agreement or the Public, Allied and Technical Health Employees Collective Employment Agreement.

Salary is proportionate to hours worked. All salary payments will be made by direct credit to a nominated bank account in the appointee's name (or jointly including the appointee's name).

### HOURS OF WORK

As discussed.

If the appointment is full-time the employee shall not engage in any other business or occupation without the prior consent of the Organisation. If an appointee is engaged in other business or occupation when taking up a full-time appointment with MidCentral District Health Board, and wishes to continue to participate in this other business or occupation, this must be disclosed to the hiring manager prior to accepting the appointment.

### **TREATY OF WAITANGI**

MidCentral District Health Board is committed to its obligations under the Treaty of Waitangi. The appointee will be expected to incorporate the principles of the Treaty of Waitangi in their working practices.

### **EQUAL EMPLOYMENT OPPORTUNITIES**

MDHB is committed to the principles of Equal Employment Opportunities and all recruitment activities are conducted in accordance with these principles.

### **SMOKE FREE ENVIRONMENT**

MidCentral District Health Board provides smoke-free workplaces that protect the health and comfort of employees, patients/ clients, contractors, volunteers and visitors. All buildings, grounds and vehicles owned, occupied or leased by MidCentral District Health Board are smoke-free. Employees are expected to promote smoke-free lifestyles and act as role models when working with patients/ clients and in the community.

### **CODE OF CONDUCT**

MidCentral District Health Board has a Code of Conduct that sets out the standards of performance and conduct required of employees. Employees of MidCentral District Health Board are also required to act with a spirit of service to the community and meet high standards of integrity and conduct as set out in Standards of Integrity and Conduct - a code of conduct issued by the State Services Commissioner.

### **'SHARED APPROACH TO WORK PRINCIPLES'**

Developing a shared approach to working together

It is important that MidCentral District Health Board has a healthy and safe working environment in which all employees feel their contribution is valued and appreciated. The actions and behaviours below are intended to provide a guide and assist us all to develop and maintain this environment.

To be happy and proud in our work we will:

- Care for and support each other to have a safe work environment;
- Treat each other with trust and respect, recognising cultural and other differences;
- Communicate openly, honestly and act with integrity;
- Enable professional and organisational standards to be met;
- Support each other to achieve, and acknowledge contributions and successes.

MidCentral District Health Board does not tolerate bullying, harassment, or inappropriate behaviour in the workplace environment.

### **CONFIDENTIALITY**

All employees are responsible for the security of confidential and sensitive information which is held by MidCentral District Health Board. All employees have a responsibility to comply with the requirements of the Privacy Act 1993 and the Health Information Privacy Code 1994 and any subsequent amendments.

It is a condition of employment for all employees that confidential or sensitive information is only accessed, used or disclosed as necessary to meet their employment or contractual obligations and in accordance with the relevant legislation, their professional obligations, and any other obligations imposed by law. Note: This does not preclude the sharing of clinical information among health professionals involved in the care or treatment of the individual on a "need to know" or consultancy basis.

Confidential information concerning a patient or client who is receiving or has received services provided by MidCentral District Health Board may not be accessed by employees not involved in the care or treatment of the patient or client, and also may not be disclosed to unauthorised persons, except for those specific cases defined in relevant legislation and as per MidCentral District Health Board's Confidentiality Policy.

#### **HEALTH DECLARATION**

Shortlisted applicants will be required to complete a Health Declaration form and provide this to the hiring manager. They may also be required to undergo a medical examination as part of assessing their ability to fulfil the requirements of the position.

#### **DECLARATION OF CRIMINAL CONDUCT AND OTHER INFORMATION**

Shortlisted applicants will be required to complete a Declaration of Criminal Conduct and Other Information form and provide this to the hiring manager.

#### **POLICE CLEARANCE/ CHECK(S)**

Some appointments at MidCentral District Health Board are subject to a Police Clearance which requires the applicant to complete a New Zealand Police Vetting Service Request and Consent Form. Additionally, overseas police checks may need to be applied for by the appointee if they have lived in any country other than New Zealand for 12 months or more within the last 10 years.

Shortlisted applicants will be advised of the requirement to undergo a New Zealand Police Clearance, and provide overseas police clearance/s, as required.

Notwithstanding the police clearance process upon appointment, in future all MidCentral District Health Board employees may be required to undergo police and/ or other vetting procedures, and all staff will be required to participate in this process.

MidCentral District Health Board reserves the right to withdraw any offer to the appointee, or if the appointee has commenced work, terminate employment, if any adverse information arises out of the police check/s.

#### **CHILDRENS ACT 2014**

Due to the this role having contact with children and MidCentral District Health Board's commitment to child protection, shortlisted applicants will be subject to 'safety checks' in accordance with the Children's Act 2014 before any offer of employment is made. These checks are required periodically for existing employees in accordance with the relevant legislation.

## APPLICATIONS

Applicants are required to complete an official form of application, providing names and addresses of three confidential referees\* - one being the current or most recent employer or educator, and attaching a CV and cover letter. Copies of recent testimonials or any other information considered pertinent to the position may also be included.

You can choose to submit your application via our online process or in writing.

To apply online, please visit the "Vacancies" page under "Working at MDHB" on our website: [www.midcentraldhb.govt.nz](http://www.midcentraldhb.govt.nz).

Hard copy application forms are available by contacting Human Resources on +64 6 350 8850 or email [vacancy@midcentraldhb.govt.nz](mailto:vacancy@midcentraldhb.govt.nz). If returning by post, your application should be addressed to Human Resources, MidCentral District Health Board, Private Bag 11036, and Palmerston North 4442.

\*Referee reports obtained or provided are subject to Section 27 (1) (c) of the Official Information Act 1982 and Section 29 (1) (b) of the Privacy Act 1993 and shall not be released or their contents disclosed to the applicant or to any person not directly involved in MidCentral District Health Board's appointment and review procedures.

## MidCentral DHB's Values and Behaviours

All employees of MidCentral District Health Board will adopt the values and demonstrate the behaviours related to them of being Compassionate, Respectful, Courageous and Accountable - in the following ways:

### COMPASSIONATE - KIA WHAI AROHA

- Is responsive to the needs of people, whānau and the community.
- Strives to deliver beyond expectations and go the extra mile.
- Shows concern for others and offers proactive and timely assistance and support to others.
- Is empathetic and mindful of others and sensitive to their feelings.
- Creates an environment where others feel safe and supported, encouraging them to contribute and share their views and perspectives.

### RESPECTFUL – KIA MĀTĀTOA

- Shows politeness, admiration and honour to others and does not cause offence.
- Actively listens when someone is speaking and shows value for other peoples' perspectives.
- Genuinely engages and listens to others and considers their views while making decisions.
- Is inclusive of diverse perspectives and the cultural beliefs of others and actively seeks to improve own knowledge.
- Recognises team member strengths and development needs, and coaches them to maximise their potential.

### COURAGEOUS – KIA WHAI NGĀKAU

- Speaks up when things are not right.
- Is adventurous in search of feedback and is open to feedback.
- Puts organisational interests ahead of their own.
- Speaks up when they have to contribute or when other's behaviour is inconsistent with the DHB's values.
- Champions innovative ideas in the team, and on behalf of the team.
- Is willing to question accepted approaches and processes and open to challenge.

### ACCOUNTABLE – KIA NOHO HAEPAPA

- Acknowledges and assumes responsibility for their actions and does not blame others when things go wrong.
- Strives for excellence and delivers high quality care that focuses on the needs of the consumer and

whānau.

- Is innovative and strives for quality and excellence.
- Following through on conversations – saying what you will do and doing what you say.
- Is able to intervene effectively when progress against budgets, plans or projects is off track.
- Is committed to rapid resolution of complaints, problems and issues.





## Appendix B – MidCentral DHB’s Strategy

# WE ARE COMMITTED TO

**Ka ū tā mātou mahi**



**WE ARE ABOUT**

*Better health outcomes, better health care for all*

**Ko tā mātou mahi**

*He whakapai ake i te hauora hei oranga mō te katoa*

**INDIVIDUALLY AND TOGETHER WE WILL**

*Achieve quality and excellence by design*

*Connect and transform primary, community and specialist care*

*Partner with people and whānau to support health and wellbeing*

*Achieve equity of outcomes across communities*

**He mahi takitahi hei toa takitini**

*Kia kounga, kia hiranga te hoahoa*

*Kia mahi tahi me te tangata, me te whānau hei tautoko i te hauora me te oranga*

*Kia tūhono e pai ake ai te atawhai tuatahi, te atawhai hapori, te atawhai ngaio*

*Kia tōkeke ngā hua mō ngā hapori katoa*

**WE WILL BE**

<i>Compassionate</i>	<i>Respectful</i>
<i>Courageous</i>	<i>Accountable</i>

**Ka pēnei mātou**

<i>Ka whai aroha</i>	<i>Ka whai ngākau</i>
<i>Ka mātātoa</i>	<i>Ka noho haepapa</i>

**WE WILL ACHIEVE THIS SUCCESS THROUGH OUR**

<i>People</i>	<i>Partners</i>	<i>Information</i>	<i>Stewardship</i>	<i>Innovation</i>
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**Ka eke angitu mātou mā**

<i>Ō mātou iwi</i>	<i>Ō mātou hoa mahi</i>	<i>Te whakamōhio</i>	<i>Te tiaki</i>	<i>Te auaha</i>
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