

Te Whatu Ora

Health New Zealand

Te Pae Hauora o Ruahine o Tararua
MidCentral

Part 2: RN POSITION DESCRIPTION

(to be used in combination with MidCentral Generic RN Position Description)

Vacancy ID: 6967

| | |
|---------------------------------------|--|
| Position: | Registered Nurse – Te Mātāpuna o te Ora Specialist Primary Mental Health and Addiction Services |
| Reports to: | Service Manager, Specialist Primary and Addictions |
| Professionally Responsible to: | ADON |
| FTE: | 1.0 & 0.6 |

The following appendix will not replace or remove any of MidCentral RN Key Responsibilities and Measures as outlined in the MidCentral RN Position Description (Generic): The Appendix is designed to outline the area / service specific requirements for the RN role that are additional to those outlined in the generic MidCentral RN position description.

Specific Area / Service Requirements for this MidCentral RN role:

Mental Health & Addictions Services - Te Mātāpuna o te Ora - The Source of Wellbeing

Te Mātāpuna o te Ora is an idiom which relates to and recognises the important role the awa (river) plays in ensuring the holistic wellbeing of the people. Traditionally Māori acknowledged awa as tupuna, an ancestor or named them after a significant event or attribute. Awa have mana and a mauri (life-force) of their own and also enhance the mana and the mauri of the people.

The use of this expression promotes a focus on wellness and encourages interconnectedness socially, spiritually, physically and environmentally and encompasses the aspirations to achieve 'WAIORA' flourishing individuals, whānau and communities. This new service model delivery approach will support the achievement of tangata whaiora as laid out in the MidCentral response to the Mental Health enquiry leading to He Ara Oranga and the endorsed 38 commitments.

ROLE PURPOSE:

To provide nursing care that is safe, cost effective and of the highest quality in accordance with the evidence, professional standards, organisational standards and policy and procedure.

The Registered Nurse works in partnership with tangata whaiora, whānau, key stakeholders and collaborates with the professional interdisciplinary team and its associated allied support staff to deliver effective care, using wellbeing and recovery principles.

Nurses use nursing knowledge and clinical reasoning to assess health needs and in partnership provide care, advice, and support to tangata whaiora and whānau to manage their health. Mental Health and Addiction Nurses work within a specialist field of Nursing to provide comprehensive care, including health education, health promotion and wellbeing support across the recovery continuum. Nurses undertake assessment,

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formulation, diagnosis, intervention and evaluation to work in partnership with tangata whaiora and whānau/family in a variety of settings across the care continuum and the lifecycle. Mental Health and Addiction Nurses also address a person's physical health care needs and ensure that care is individualised and integrated within the person's social, spiritual and cultural context. Mental Health and Addiction Nurses recognise the need for flexibility, adaptability, responsiveness, and sensitivity as they shape their practice to the changing needs of people, whānau/family, and communities through evidence based practice and strength based interventions.

PRIMARY OBJECTIVE:

MidCentral is advancing through 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 - Te Mātāpuna o te Ora. At maturity this will provide wellbeing focused assessment, intervention and treatment for tangata whaiora experiencing moderate to severe mental distress. The service is committed to becoming increasingly CEP "Co-Existing Problems" capable, and as such the service setting requires flexible and responsive individuals as part of the wider team.

The applicant will be based within Te Mātāpuna o te Ora – NAME/LOCATION, however may be requested to work in other teams within the Service or co-locate within the primary and/or non-government settings (NGO) in order to best meet the needs of allocated tangata whaiora and any wider community needs as/when necessary.

ESSENTIAL QUALIFICATIONS:

- Registered Comprehensive or Psychiatric Nurse with current practising certificate.
- The successful appointee must meet the statutory and organisational requirements for working with children, as per the Children's Act 2014 and MidCentral policy, including a satisfactory police check and other safety checking processes.
- Current full drivers licence and ability to drive during hours of darkness.
- Professional portfolio at level 3 (or working toward) – CHANGE FOR NESP to highlight study completion and or length of appointment.
- Commitment to ongoing training and development against identified needs within the various service settings under Te Uru Rauhi: Te Mātāpuna o te Ora management.
- Commitment to MidCentral core values: Compassionate - Ka whai aroha, Respectful - Ka whai Ngākau, Courageous - Ka Mātātoa and Accountable - Ka noho haepapa.

SERVICE SETTING AND ADDITIONAL RESPONSIBILITIES:

Each locality within Te Mātāpuna o te Ora will have Service/Locality Service Managers and Lead Facilitators who manage the various clinical and operational functions of the locality. In some teams this may include multiple Leads (Flexible Assertive Community Treatment - FACT, Early Psychosis Intervention - EIS, Short-Term, Addictions and Unplanned Care Leads).

Each of these Leads may delegate additional duties to members of the team as/when required under the direction of the Locality Manager, Service Manager and Operations Lead. Within policy this delegation may be referred to by professional designation or as Care Coordinator.

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It is essential that all Nurses within the locality or service have and awareness and understanding of the various functions completed within each team inside that locality. Due to the integrated nature of care delivery it is likely that the Registered Nurse will complete or collaboratively plan many of these interventions.

The Performance Measures for the listed tasks are aligned to the Key Accountabilities as listed within **MidCentral Generic RN Position Description – currently page 2**, and should be read as reflecting alignment to MidCentral core values also.

It is the intention that the following is viewed as summary of current understanding rather than instructional manual – dynamic as we learn more.

LOCALITY FACT SERVICE:

The Nurse will be providing care to tangata whaiora identified as having long-term and complex needs. The FACT team will meet regularly to plan care provision based on full team acuity, total client numbers and skill mix. Care coordination is structured by the FACT approach and has a fidelity-based expectation within delivery. Core functions and skills within this service include (but are not limited to):

- Complete an initial assessment with risk/safety formulation for presentation to the Interdisciplinary Planning (IDP) meeting.
- Provide nursing care plan formulation to the IDP alongside the projected FACT plan of care
 - this individualised treatment and transition plan should indicate where flex can occur to support an increase or decrease in need by tangata whaiora.
- Participate in daily FACT meetings supporting care coordination of the tangata whaiora group.
- Work collaboratively across the IDP to effectively and efficiently team manage allocated tangata whaiora groups, i.e. provide the nursing discipline specific lens.
- Active facilitation of metabolic screening and physical health checks during the provision of other health interventions by other members of the FACT team, i.e. providing intra-muscular medications, supporting GP/NP/Primary Care Practitioner liaison or group attendance.
- Provide support/referral to tangata whaiora seeking access to a variety of talking therapies, both individually and within group settings.
- Support admissions to the Acute Inpatient Unit including collaboration with other Locality clinicians providing crisis assessment.
- Be the identified liaison person for a partner agency currently involved in the care of tangata whaiora within the FACT team, i.e. a GP/NP/Primary Care Practitioner practice, NGO or iwi provider.
- Have clear knowledge of the Mental Health (Compulsory Assessment and Treatment) Act (1992) - MHA, the Substance Addiction (Compulsory Assessment and Treatment) Act (2017)
 - SACAT, the Misuse of Drugs Act (1975) – MoDA, and Protection of Person and Property Rights Act (1988) - PPPR.

LOCALITY UNPLANNED CARE AND CRISIS RESOLUTION SERVICE:

Crisis response or unplanned care, is a rostered position utilising staff within each Locality Service. This function runs flexibly, 7 days per week including an On Call function. Alongside understanding the core functions of the Locality Service nurse, the unplanned care and Crisis Resolution Nurse may also:

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- Complete crisis assessments with risk/safety formulation for presentation to the Interdisciplinary Planning (IDP) meeting.
- Facilitate and support admissions to the Acute Inpatient Unit including those in collaboration with other Locality and FACT clinicians.
- Contribute to and engage in activities to ensure smooth and timely discharge from the Acute Inpatient Unit, i.e. attend IDP and whānau/family meetings.
- Work in partnership with community-based services and agencies to ensure tangata whaiora and whānau/family are aware of, and have access to, optimum support in a timely manner.
- Provide consultation and support alongside Te Ara Rau and Primary Health when required.
- Be a qualified Duly Authorised Officer and/or Authorised Officer within MHA (1992) and SACAT (2017) respectively.

LOCALITY SHORT TERM SPECIALIST ASSESSMENT, TREATMENT AND LIAISON SERVICE:

The Nurse will provide care to tangata whaiora experiencing serious mental distress and addiction issues, which require up to six months of planned intervention. The integration of this approach holds an interdisciplinary methodology recognising that tangata whaiora may access this best when supported in their home, inside a local community organisation and wherever possible in partnership with their primary health care providers. Core functions and skills of the Nurse within this service include (but are not limited to):

- Complete triage of new referrals into the service including facilitation of initial assessments with risk/safety formulation for presentation to the IDP.
- Formulate and plan care applying the nursing lens within the IDP.
- Ensure that all members of the IDP, including NGO and other inter-sectoral partners are aware of the agreed plan for tangata whaiora when in the position of Care Coordinator.
- Undertake nursing specific tasks as identified as benefiting the wider IDP in supporting the tangata whaiora accessing short-term interventions, i.e. when a person is primarily accessing talking therapies but requires health literacy skill building around medication management or physical health concerns for long term wellness.
- Work across the Specialist Primary Mental Health and Te Ara Rau programs in partnership with their staff to promote consultation and specialist assessment access as/when required by tangata whaiora.
- Utilise skills of specific talking therapies when supporting tangata whaiora accessing care within the short-term service.
- Additionally, use those same skills in liaison with those tangata whaiora accessing FACT services across Te Mātāpuna o te Ora, when transition plans indicate they require a period of short-term intervention.

REGIONAL SPECIALIST PRIMARY MENTAL HEALTH AND ADDICTIONS SERVICE:

The Nurse will be part of a dynamic interdisciplinary team who will co-design and develop service pathways in partnership with primary health care providers, NGOs and additionally nominated service providers, alongside tangata whaiora with long term stable enduring mental health and addiction conditions across the region. Initially, it is likely tangata whaiora will transition from their Locality Fact services to this team at a point of stabilisation.

As this service will take the lead in developing and contributing to facilitation of group programs, education initiatives and therapies across the primary and secondary continuum, the Nurse within this service is expected to have excellent working knowledge

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of the core functions of the Locality services, and have additional skills that may include (but are not limited to):

- Group facilitation skills.
- An interest and skill with developing resources to support tangata whaiora as they transition towards increased independence in managing their health and wellbeing.
- Have an interest in mental health liaison with other health providers that increases their knowledge and understanding of managing long term stable mental health and addictions conditions in the community.
- A focus on care that is best practice driven, innovative, flexible and responsive to needs of tangata whaiora, whānau/family and their named primary health provider.
- Be a champion for breaking down stigma and discrimination that may be creating barriers for tangata whaiora accessing care in the primary setting.
- Work closely in partnership with our NGO and Peer Support Agencies to provide advice, support and timely intervention when required for those tangata whaiora requiring additional wellbeing support

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Conditions of Appointment

EMPLOYMENT AGREEMENT

The Collective Agreement which covers the work of this position is the Te Whatu Ora – Health New Zealand and New Zealand Nurses Organisation Nursing and Midwifery Collective Agreement (Collective Agreement) which applies to employees appointed to roles that are covered by the Collective Agreement and who are members of the New Zealand Nurse Organisation (NZNO) union.

NATURE AND TENURE OF APPOINTMENT

The appointment is permanent: four weeks' notice in writing by either party is required. 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 will be within the range from step 1 (new graduate) \$73,566 to step 7 \$103,630 as per the "Registered Nurse and Midwife Salary Scale" in the Collective 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

Full time hours 1.0FTE

Part time hours 0.6FTE (24 hours per week).

The intention is that service delivery is completed within normal business hours currently, however the expectation is that this will extend to reach our tangata whaiora in evenings and weekends as the service changes deploy and are imbedded in the coming months and years.

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, 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 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

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

SMOKE FREE ENVIRONMENT

MidCentral 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 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 has a Code of Conduct that sets out the standards of performance and conduct required of employees. Employees of MidCentral 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 Public Service Commission.

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SHARED APPROACH TO WORK PRINCIPLES

It is important that MidCentral 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 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. All employees have a responsibility to comply with the requirements of the Privacy Act 2020 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 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’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 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 employees may be required to undergo police and/ or other vetting procedures, and all staff will be required to participate in this process.

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MidCentral 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.

CHILDREN'S ACT 2014

Due to this role having contact with children and MidCentral'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.

To apply online, please visit the "Vacancies" page under "Working at MidCentral" on our website: www.midcentraldhb.govt.nz.

Any queries may be addressed to Human Resources on +64 6 350 8850 or email vacancy@midcentraldhb.govt.nz.

**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 2020 and shall not be released or their contents disclosed to the applicant or to any person not directly involved in MidCentral's appointment and review procedures.*

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Appendix A - MidCentral's Values and Behaviours

All employees of MidCentral 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 WHAI NGĀKAU

- 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 MĀTĀTOA

- 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 MidCentral'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.

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Appendix B – MidCentral’s Strategy

The infographic is a vertical layout with a light beige background and a repeating geometric pattern on the left side. At the top, the text 'WE ARE COMMITTED TO' is written in large, bold, purple letters. Below this, the Māori phrase 'Ka ū tā mātou mahi' is centered in purple. Three circular images are arranged horizontally: a blue circle with an elderly woman and a child, a green circle with a man and a child, and an orange circle with a person in a hat. Below each image is a key area: 'QUALITY LIVING' (Kia pai te noho), 'HEALTHY LIVES' (Kia ora te tangata), and 'WELL COMMUNITIES' (Kia ora te hapori). The infographic is divided into several sections with colored headers: 'WE ARE ABOUT' (purple), 'INDIVIDUALLY AND TOGETHER WE WILL' (blue), 'WE WILL BE' (green), and 'WE WILL ACHIEVE THIS SUCCESS THROUGH OUR' (orange). Each section contains descriptive text in English and Māori. At the bottom, five categories are listed: People, Partners, Information, Stewardship, and Innovation, each with a corresponding Māori phrase. A footer bar at the very bottom contains four colored boxes with the values: Compassionate, Respectful, Courageous, and Accountable, each with its Māori equivalent.

WE ARE COMMITTED TO

Ka ū tā mātou mahi

QUALITY LIVING
Kia pai te noho

HEALTHY LIVES
Kia ora te tangata

WELL COMMUNITIES
Kia ora te hapori

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 fakitahi 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 ngalo

Kia tākeke ngā hua mā ngā hapori katoa

WE WILL BE

Compassionate Respectful
Courageous Accountable

Ka pēnei mātou

Ka whai aroha Ka whai ngākau
Ka mātātōa Ka noho haepapa

WE WILL ACHIEVE THIS SUCCESS THROUGH OUR

People Partners Information Stewardship Innovation

Ka eke angitu māfou mā

Ō mātou iwi Ō mātou hoa mahi Te whakamāhio Te tiaki Te auaha

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Ka whai ngākau

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Ka mātātōa

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