**Position:** Physiotherapist (0.4 – 0.6) Part-time

**Location:** Whangaroa Health Services Trust

 Omaunu Road, Kaeo

 The Pā, School Gully Road, Kaeo

**Responsible to**: Wellness Team Leader

**Functional Relationships:**

**Internal:**

* WHST Wellness Team
* WHST – All Staff
* Whānau Ora Community Clinic (WOCC) – All Staff

**External:**

* Other Physiotherapists
* Referrers, Doctors, Funders
* Allied professionals
* Clients – Whānau

**Overview:**

To provide a comprehensive, high quality physiotherapy service to the residents of Whangaroa. To collaborate with other members of the Wellness team and Primary Care staff to ensure a seamless delivery of care is available to clients - whānau.

**Primary Objectives:**

* Assess and review client’s physiotherapy needs and formulate treatment plans and mutually achievable goals with the client, providing regular review.
* Contribute towards the provision of an excellent physiotherapy service and maintain good working relationships with all staff and clients – whānau.
* Maintain accurate and appropriate assessment, treatment, and evaluations records for all clients – whānau.
* Receive and review referrals, identifying appropriate management and location for treatment.
* Provide agreed training to staff as appropriate and as required.

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| **Key Result Areas** |  **Expectations** |  **Outcomes** |
| **Provide assessment diagnosis and treatment plan for Whangaroa community members referred to the Pā with muscular skeletal problems** | * Work closely with external referrers to provide timely support for community members referred for muscular-skeletal concerns.
* Design appropriate treatment plans for community members.
* Work alongside the Impact Leader and Kaiārahi to ensure ongoing support for whānau referred.
 | * A robust referral system able to accept and provide feedback to referrer.
* Treatment plans completed and documented on CMS.
* Ongoing assessment - monitoring effectiveness of treatment plan.
* Client discharged results in measurable conditions improvement.
* Evidence of increased physical activity from Community members.
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| **The development of The Pā groups aim at reducing the impact of long-term conditions** | * Work with other health professionals to identify community need and support engagement in group exercise and activity.
* Support members to take on leadership roles within group activities designed to improve wellbeing.
 | * Improved options for community members engaged in activities.
* Increase engagement by those community members living with long-term conditions.
* Increased community volunteers willing to lead group activity at the Pa.
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| **Provide appointments for community members referred from primary care** | * Explore systems that are able to accept referrals and manage appointments in a timely manner.
* Deliver appropriate treatment, ensuring documentation of interactions.
* On the initial consultation identify the funder and ensure the clients - whānau has completed all necessary details on ACC forms.
* Timely initiation of request for further treatments e.g., ACC 32s.
* Monitor number of treatments
 | * Community members will receive seamless continuity of care.
* Treatment will result in improved health outcomes.
* Treatment numbers are consistent with current best practice and evidenced based where possible.
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| **Professional Conduct** | * Physiotherapy standards and Codes of Conduct are adhered to.
* Awareness of goals and objectives of the Wellness Team and WHST.
* Familiarity and working in accordance with WHST Operational Policies & Procedures.
* Maintain professional standards and adhere to WHST Code of Conduct.
 | * Conduct is consistent with NZ Physiotherapy Code of Ethics and Professional conduct.
* Complaints managed as per WHST operational Policies and Procedures.
* Self and Peer appraisals are sought.
* Full participation in WHST performance appraisal process
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| **Privacy**  | * Knowledge and implementation of WHST policies and procedures regarding client confidentiality and non-disclosure.
 | * Adherence to the Privacy Act 2020 and the HIPC 2020.
* Client safety/confidentiality is protected.
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| **Communication** | * Effective communication with the Wellness Team Lead and colleagues.
* Effective communication with all members of the multi-disciplinary team engaged in client’s treatment.
* Clients and whānau are informed about their treatment progress and expected outcomes.
* Appropriate letters and referrals are made on discharge.
 | * Effective working relationships with team members and external providers.
* Monthly written reports are furnished as required.
* Clients and their whānau are satisfied with information given, and have queries answered.
* Appropriate referrals are made as required.
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| **Health and Safety and Quality assurance** | * Equipment used is monitored and any requests for maintenance are lodged as per WHST procedures.
* Attend fire-drill, CPR training sessions and disaster plan practices as required.
* Awareness and adherence to all WHST health and safety policies and procedures.
* Liaise with WTL to support OSH in the immediate work area with regard to providing training on manual transferring and handling of Kauri Lodge residents.
 | * All equipment is free from damage and is in perfect working condition.
* All required health and safety training is up to date.
* Staff will receive annual training and updates on safe transferring and manual handling.
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| From time to time the employee may be asked to perform duties outside those stated in this document, to maintain the smooth and efficient operation of Whangaroa Health Services Trust. |

**Person Specification**

**Essential skills, abilities, and experience:**

* Registration with the NZ Physiotherapist Board.
* Current Annual Practising Certificate.
* Broad practice experience.
* Commitment to addressing Māori health inequities.
* Commitment to Tiriti o Waitangi.
* Ability to relate to a diverse range of clients - whānau.
* Committed to high quality service provision and ongoing quality improvement.
* Commitment and proven record of timely and appropriate attainment of goals and outcomes.
* Flexible, able to respond to a wide range of demands and requests.
* Open and engaging style with proven high levels of positively orientated interpersonal skills.
* Excellent communication abilities, both oral and written.

**Personal attributes:**

* Self-motivated
* Well organised
* Positive, congenial attitude
* High level of personal honesty and integrity
* Open and transparent mode of operation
* Responsive to community need and input
* Ethics centred
* Good general level of fitness and health

**This is a living document and, as such, is subject to change at any time with consultation between the employee and employer.**

**The employer and employee must sign this document to demonstrate that both parties have read and understood the responsibilities associated with this job.**

**Signatures:**

**Employer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_**

**Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Employee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_**