**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.

|  |  |  |
| --- | --- | --- |
| **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. |
| **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. |
| **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. |
| **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 |
| **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. |
| **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. |
| **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. |
| 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: \_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_**