

## Job Description

### Consultant Urologist

### Surgical & Support Services

<b>Position Title:</b>	Consultant Urologist
<b>Organisation Unit:</b>	Surgical and Support Services
<b>Location:</b>	Whangārei Hospital, Te Whatu Ora - Te Tai Tokerau
<b>Responsible to:</b>	General Manager Surgical and Support Services, Clinical Director - Urology, Te Whatu Ora Te Tai Tokerau
<b>Primary Functions of the Position:</b>	The Consultant Urologist along with colleagues will provide safe, efficient and effective urology services for the Northland community.

### Functional Relationships

The Consultant Urologist will develop and maintain excellent relationships with:

Internal	External
<ul style="list-style-type: none"> <li>• General Manager Surgical and Support Services</li> <li>• Clinical Director Urology</li> <li>• Urology and General Surgery Consultants, Registrars and House Officers</li> <li>• Service Manager Surgical Services</li> <li>• Consultants, Registrars and House Officers in other specialties</li> <li>• Medical students</li> <li>• Anaesthetists and Anaesthetic support staff</li> <li>• Nursing staff</li> <li>• Administrative staff</li> <li>• Multi-disciplinary staff</li> <li>• Other Te Whatu Ora - Te Tai Tokerau staff</li> <li>• Northland Urology staff</li> </ul>	<ul style="list-style-type: none"> <li>• Medical Council of New Zealand</li> <li>• Royal Australasian College of Surgery and Urological Society of Australia and New Zealand</li> <li>• Tertiary Specialists and referral Hospitals</li> <li>• GPs</li> <li>• Patients and their families</li> <li>• Other relevant community agencies</li> </ul>

## Key Responsibilities and Expected Outcomes

Te Whatu Ora Te Tai Tokerau has established a set of values by which the organisation will respond, in part, to achieving its goals and objectives through their workforce. The following Values and supporting statements are expected behaviours of each individual employed with Te Whatu Ora Te Tai Tokerau:

Values	Supporting Statement
<b>Tāngata i te tuatahi</b> People First	He whakapapa, he mokopuna, he tamariki, he mātua, he tūpuna. He aha te mea nui. He tāngata, he tāngata, he tāngata Our people are central to all we do
<b>Whakaute (tuku mana)</b> Respect	He whakaaro nui ki ētahi atu We treat others as they would like to be treated
<b>Manaaki</b> Caring	Ko te manaaki – he whāngai, he kākahu, he ropiropi. Akona e te whānau whānui We nurture those around us, and treat all with dignity and compassion
<b>Whakawhitiwhiti Kōrero</b> Communication	Whakawhitiwhiti kōrero i runga te tika, te pono me te We communicate openly, safely and with respect to promote clear understanding aroha
<b>Te Hiranga</b> Excellence	Kia kaha, kia māia, kia manawa nui Our attitude of excellence inspires confidence and innovation

The position of Consultant Urologist encompasses the following major functions or key result areas:

- Te Tiriti o Waitangi
- Delivery of planned care urology services
- Provision of acute care urology services
- Patient information and informed consent
- Communication with staff and patients
- Education and teaching of resident medical officers and other professional groups
- Knowledge and practice is updated and maintained
- Participation in quality assurance programmes
- Actively contributes to continuous quality improvement activities
- Telehealth
- Health and Safety
- Privacy & Confidentiality

The outcome requirements of the above key responsibility areas are outlined below:

Key Responsibility Area	Expected Outcomes
Te Tiriti o Waitangi	<ul style="list-style-type: none"> <li>• Contribute to the promotion of the articles and principles of Te Tiriti o Waitangi and the involvement of Māori within the decision-making process for their health and independence, within Te Whatu Ora management processes and procedures</li> <li>• Include the articles and principles of Te Tiriti o Waitangi within all aspects of the role and its outcomes</li> <li>• Ensure that consultation and engagement processes include appropriate mechanisms to meet the need of Māori in a culturally appropriate and safe manner</li> <li>• Attend the Te Whatu Ora - Te Tai Tokerau Te Tiriti o Waitangi Training</li> </ul>
Delivery of planned care urology services	<ul style="list-style-type: none"> <li>• Takes professional care of and undertakes delegated clinical responsibilities for patients admitted under his / her care.</li> <li>• Conducts outpatient clinics and ward rounds, and other duties using the allocated time efficiently and effectively.</li> <li>• Supervises registrar and house officer activity to ensure patient care is safely delivered in accordance with standards and policy.</li> <li>• Manages workload to ensure clinical time is reallocated where cancellations of one aspect of clinical care occur i.e. theatre cancellations.</li> <li>• Consults and dictates promptly for all patients seen in outpatient clinics for a specialist opinion.</li> <li>• Planned care activity targets are met.</li> <li>• Utilises staff, technology, pharmaceuticals, clinical supplies and all other Te Whatu Ora - Te Tai Tokerau resources prudently and efficiently for cost effective patient care.</li> <li>• Leave arrangements are made appropriately in conjunction with Clinical Director Urology.</li> </ul>
Provision of acute care urology services	<ul style="list-style-type: none"> <li>• Participation in the on-call roster with colleagues to provide 24-hour specialist urology cover for the evaluation and management of acute patients.</li> <li>• When rostered on call is available by telephone to respond within 5 minutes to requests for telephone advice, and to attend to patients requiring care within 30 minutes.</li> <li>• Takes professional care of and assumes clinical responsibility for acute patients admitted or transferred under his/her care.</li> </ul>
Patient information and informed consent	<ul style="list-style-type: none"> <li>• Ensures patients and their families are provided with a full explanation of all procedures and treatments.</li> <li>• Obtains informed consent for urology patients in accordance with Te Whatu Ora - Te Tai Tokerau policy prior to undertaking any operation, test, or procedure.</li> </ul>
Communication with staff and patients / whānau	<ul style="list-style-type: none"> <li>• Maintains a high standard of written and verbal communication.</li> <li>• Maintains effective interpersonal relationships with staff, patients and relatives / whānau.</li> <li>• Responds to problems and complaints sensitively and appropriately in accordance with policy.</li> </ul>

Key Responsibility Area	Expected Outcomes
Education and teaching of resident medical officers and other professional groups	<ul style="list-style-type: none"> <li>• Provides clinical supervision and teaching for registrars, house surgeons and medical students.</li> <li>• Ensures orientation, guidance, performance management and objective setting process and feedback to junior medical staff is consistent with good employer relations and Medical Council standards.</li> <li>• Is available to be contacted by resident medical officers for advice, supervision of surgical procedures and urgent acute problems when on call and during normal business hours as appropriate.</li> <li>• Provides teaching or educational presentations for nurses, and other health professionals or groups with a urology interest as appropriate.</li> </ul>
Knowledge and practice are updated and maintained	<ul style="list-style-type: none"> <li>• Demonstrates evidence of continuing self-education through attendance at relevant conferences and courses and reading relevant literature.</li> <li>• Utilises appropriately his/her annual entitlement of Continuing Medical Education leave.</li> <li>• Attends and actively participates in local medical education activities (for example Grand Round presentations)</li> <li>• Participates in urology service departmental credentialing and cooperates with recommendations / outcomes.</li> </ul>
Participation in quality assurance programmes	<ul style="list-style-type: none"> <li>• Attends and participates in regular departmental audit/peer review activities, including mortality and morbidity meetings, tumour stream meetings, multi-disciplinary meetings etc.</li> <li>• Attends and participates in Quality Assurance activities.</li> <li>• Quality of written records meets specified standards.</li> <li>• Meets with Clinical Director / Chief Medical Officer to discuss and record performance and professional/personal development on an annual basis.</li> </ul>
Actively contributes to continuous quality improvement activities	<ul style="list-style-type: none"> <li>• Identifies improvement opportunities and notifies the Clinical Director / General Manager of these.</li> <li>• Participates in the service quality and risk improvement and minimisation activities.</li> <li>• Provides excellent patient service and is responsive to patient or their relatives concerns or complaints.</li> <li>• Complies with Te Whatu Ora - Te Tai Tokerau Reportable Events policy and all other appropriate policies and procedures.</li> <li>• Participates in regular urology audits and meetings.</li> </ul>
Telehealth	<ul style="list-style-type: none"> <li>• It is the expectation of this organisation that SMO's are aware of the benefits of Digital Health (including Telehealth) and how it supports healthcare delivery and reduces inequity including for our Māori and rural people. SMOs will openly adopt and practice digital health delivery as part of the role either within existing services or future planned services.</li> </ul>

Key Responsibility Area	Expected Outcomes
Health & Safety	<ul style="list-style-type: none"> <li>Observe and promote safe work practices, rules and instructions relating to work, and be pro-active in hazard management</li> <li>Willingly co-operate in the achievement of all health and safety goals and initiatives by: <ul style="list-style-type: none"> <li>Practicing and observing safe work methods;</li> <li>The use of safety equipment;</li> <li>Reporting unsafe conditions or equipment; and</li> <li>Reporting and documenting all accidents or incidents</li> </ul> </li> </ul>
Privacy and Confidentiality	<ul style="list-style-type: none"> <li>Undertake all duties and responsibilities in accordance with the Privacy Act 2020, Health Information Privacy Code 2020, and Privacy Policies and Procedures of Te Whatu Ora Te Tai Tokerau</li> <li>Complete mandatory induction training on Privacy responsibilities</li> </ul>

### Variation of Duties

Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit in any way the scope or functions of the position. Duties and responsibilities may be amended from time to time, in consultation with the employee, to meet any changing conditions and service requirements.

### Person Specification

#### Education and Qualifications

Essential	Desirable
<ul style="list-style-type: none"> <li>Vocationally registered with the Medical Council of New Zealand as a Specialist Urologist (or eligible for Locum Tenens)</li> <li>New Zealand Drivers Licence</li> </ul>	<ul style="list-style-type: none"> <li>Fellow of the Royal College of Surgeons</li> </ul>

#### Experience

Essential	Desirable
<ul style="list-style-type: none"> <li>Relevant training and specialist experience</li> </ul>	<ul style="list-style-type: none"> <li>Previous experience as a practitioner in urological care in New Zealand at specialist level</li> </ul>

## Awareness and Understanding of

Essential	Desirable
<ul style="list-style-type: none"> <li>• Te Tiriti o Waitangi and its application to the health setting</li> <li>• Privacy Act (2020) and Health Information Privacy Code (2020)</li> <li>• Health and Safety at Work Act 2015</li> </ul>	<ul style="list-style-type: none"> <li>• Health and Disability Commissioner (Code of Health and Disability Services Consumers' Rights) Regulations (1996)</li> <li>• New Zealand Council of Healthcare Standards</li> </ul>

## Skills & Personal Attributes

Skills
<ul style="list-style-type: none"> <li>• A high standard of written and oral communication in English</li> <li>• Ability to initiate and facilitate open communication</li> <li>• Demonstrated accurate documentation skills</li> <li>• Ability to work under pressure</li> <li>• Confidentiality</li> <li>• Organisational skills</li> <li>• Initiative</li> <li>• Numeracy skills</li> <li>• Knowledge of Patient Management System</li> <li>• Forward planning and time management</li> <li>• Efficacy and efficiency in clinical procedures</li> <li>• Teaching skills</li> </ul>

Personal Attributes
<ul style="list-style-type: none"> <li>• Professional and clinical credibility</li> <li>• Proven commitment to provision of quality care</li> <li>• Ability to function as a multidisciplinary team member</li> <li>• Commitment to own professional development.</li> <li>• Expresses information effectively, both orally and in writing, adjusts language and style to the recipients in an appropriate manner.</li> <li>• Approachable and empathises with others and considers their needs and feelings.</li> <li>• Able to negotiate and resolve disputes amicably.</li> <li>• Effective at building relationships both internally and externally.</li> <li>• Copes with stress, is resilient to change and understands personal limitations.</li> <li>• Is proactive and displays initiative</li> <li>• Demonstrates an eye for detail, and has a friendly no-fuss style</li> </ul>

## Performance Development Review

An initial review of performance will be conducted after three months, with an annual review thereafter.

An individual Development Plan will be developed to reflect the contribution this position is expected to make towards achieving the team's objectives and measures. Key result areas will be developed and agreed at this time.

Authorised by: .....

Signature: .....

Date: .....

## Acceptance

Acceptance of the position implies acceptance of this position description.

Position Title .....

Signature of employee: .....

Date: .....