

## Job Description

### Renal Physician

### Renal Service

<b>Position Title:</b>	Renal Physician
<b>Organisation Unit:</b>	Directorate of Medical & Elder Services
<b>Location:</b>	Whangarei Hospital, Te Whatu Ora Te Tai Tokerau
<b>Responsible to:</b>	Service Manager Renal and General Manager Medical & Elder Services, Te Whatu Ora Te Tai Tokerau
<b>Primary Functions of the Position:</b>	To provide clinical services and direction in the subspecialty area of Nephrology.  To provide specialist Nephrology care for both inpatients and outpatients of the Medical Service in Northland

### Functional Relationships

The Renal Physician will develop and maintain excellent relationships with:

Internal	External
<ul style="list-style-type: none"> <li>Nurse manager and multidisciplinary team, renal service</li> <li>Other Physicians</li> <li>Clinical Director &amp; Operations manager acute services</li> <li>Nurse managers medical service</li> <li>Chief medical advisor</li> <li>Other Te Whatu Ora Te Tai Tokerau clinicians</li> </ul>	<ul style="list-style-type: none"> <li>Tertiary renal specialists and referral hospitals</li> <li>Patients and family/whanau</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 and aroha
<b>Te Hiranga</b> Excellence	Kia kaha, kia māia, kia manawa nui Our attitude of excellence inspires confidence and innovation

The position of Renal Physician encompasses the following major functions or key result areas:

- Te Tiriti o Waitangi
- In collaboration with the Clinical Head of Department and other nephrology specialists and the Nurse Manager of the Renal Service, provide specialist nephrology services.
- In consultation with CHOD, knowledge and skills development is ongoing and up to date with current trends
- In conjunction with Clinical Director and General Manager, contribute to the successful management, service planning and development of the Medical Service of Te Whatu Ora Te Tai Tokerau
- Quality Assurance and Audit
- 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 District Health Board 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 Northland District Health Board Te Tiriti o Waitangi Training</li> </ul>
Provide Specialist Nephrology services	<ul style="list-style-type: none"> <li>• Perform medical assessments on patients with end stage renal failure in accordance with the Northern Region ESRF guidelines</li> <li>• Supervise patient care on ESRF programmes, including regular review process as dictated by accepted best practice</li> <li>• Provide assessment and management of patients with kidney diseases</li> <li>• Liaise regularly with tertiary services regarding aspects of patient care and for educational purposes</li> <li>• Be available during work hours for telephone advice to GPs and other medical staff</li> <li>• Accept outpatient referrals for new and follow-up renal patients, as part of the outpatient service for Te Whatu Ora Te Tai Tokerau</li> <li>• Provide regional visiting service to the rural hospitals, seeing outpatient and inpatient referrals</li> <li>• To set and maintain high quality standards of care for inpatients and outpatients</li> <li>• To ensure all documentation and processes are clear and meet regulations of Te Whatu Ora Te Tai Tokerau</li> <li>• Be available as necessary to provide advice and assistance for renal emergencies after hours</li> </ul>
Knowledge and skills	<ul style="list-style-type: none"> <li>• Develop and maintain personal and professional practice in accordance with RACP maintenance of professional standards, legislative requirements, policies and guidelines</li> <li>• Peer group supervision/networking is undertaken on a regular basis</li> <li>• Participate in the provision of supervision and training for the Registrars and House Officers, Medical students, Nursing staff and Allied health professionals in the inpatient and outpatient services, community groups and agencies</li> <li>• Be involved in performance management which reflects the current environment, and which is reviewed at least once annually</li> <li>• Completes and maintains organisational competency requirements</li> <li>• Seeks opportunities for further learning to improve performance and gain understanding of the role.</li> </ul>

Key Responsibility Area	Expected Outcomes
Management, Service Planning and Development of Medical Service	<ul style="list-style-type: none"> <li>• Along with other specialist staff, provide clinical leadership for the Renal Unit and Nephrology services in general in Te Tai Tokerau/Northland</li> <li>• Develop and maintain liaison with tertiary referral hospital and tertiary specialists</li> </ul>
Quality Assurance and Audit	<ul style="list-style-type: none"> <li>• Ensure all documentation and processes are clear and meet the regulations of HHS and other purchasing agencies requirements</li> <li>• Participate in meetings that relate to the improvement of service quality, health and safety, communication, de-briefing and the care of clients that occur on a regular basis</li> </ul>
Telehealth	<ul style="list-style-type: none"> <li>• It is the expectation of this organisation that SMOs are aware of the benefits of Digital Health (including Telehealth) and how it supports healthcare delivery and reduces inequity including for our Maori 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>
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 cooperate in the achievement of all health and safety goals and initiatives by:</li> <li>• Practicing and observing safe work methods: <ul style="list-style-type: none"> <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
<ul style="list-style-type: none"><li>• Primary medical qualification eligible for full registration with the Medical Council of New Zealand (conditional registration may be acceptable to certain circumstances)</li><li>• Specialist post graduate qualification eligible for registration on the Specialist register with the MCNZ. This qualification must be in the general field of Internal Medicine</li><li>• Current driver's license – usable in New Zealand</li><li>• Qualify to undergo "Maintenance of Professional Standards" required by RACP</li></ul>

### Experience

Essential
<ul style="list-style-type: none"><li>• Experience specialty area of nephrology</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	Desirable
<ul style="list-style-type: none"><li>• Developed interpersonal skills</li><li>• Excellent written and verbal communications skills</li><li>• Competence with temporary dialysis line insertion</li></ul>	<ul style="list-style-type: none"><li>• Tunnelled dialysis line insertion</li><li>• Renal biopsy</li></ul>

Personal Attributes
<ul style="list-style-type: none"><li>• Ability to be flexible, versatile and open to change</li><li>• Must be a team player</li><li>• Ability to work in a multidisciplinary team</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: Belinda Beehre, Acting General  
Manager Medical & Elder  
Services

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Acceptance

Acceptance of the position implies acceptance of this position description.

Position Title: Renal Physician

Signature of  
employee: \_\_\_\_\_

Date: \_\_\_\_\_