

 HAWKE'S BAY District Health Board Whakawāteatia	POSITION TITLE	Medical Officer Special Scale – Public Health		
	DIRECTORATE	Te Puni Tumatawhanui Health Improvement and Equity	DEPARTMENT	Population Health
	REPORTING TO (operationally)	Clinical Director - Health Improvement & Equity Directorate	REPORTING TO (professionally)	Clinical Director - Health Improvement & Equity Directorate
DIRECTORATE RESPONSIBILITIES & DIRECT REPORTS	This role comes under the Health Improvement & Equity Directorate in the Hawke's Bay District Health Board (HBDHB). Staff reporting - nil			
PURPOSE OF THE POSITION	<ul style="list-style-type: none"> ▪ To provide medical guidance to public health staff and others requiring clinical public health advice ▪ To assist in improving the health of the Hawke's Bay population through the development and implementation of evidenced based public health programmes. ▪ To ensure and prioritise a focus on patient safety and quality relating to care and processes within the Directorate. ▪ To deliver organisational KPIs including relevant MOH targets, financial budgets and service plans. ▪ To recognise and support the delivery of the Hawke's Bay Health Strategy. 			
KEY DELIVERABLES	<p>Operational Responsibilities</p> <ul style="list-style-type: none"> • Assist in the planning, development, implementation and evaluation of public health services and programmes for Hawke's Bay in the portfolio area of communicable disease, sexual health, child health and other portfolio areas to be agreed. • Provide medical guidance for communicable disease work by field staff, quality control and updating of relevant policy/protocol/procedures/resources under supervision of Medical Officers of Health • Liaison with colleagues and primary and secondary clinicians as required over cases and policies. • Provide medical advice and leadership for submissions to partner agencies on policies and guidelines .e.g. Ministry of Health reviews, pandemic planning, local government plans as agreed with Clinical Director HIE • Provide training for health professionals and students. • To contribute to public health surveillance reports concerning communicable disease and sexual health <p>Professional Standards</p> <ul style="list-style-type: none"> • Comply with the Hawke's Bay District Health Board's organisational policies. • Fulfil the requirements of the Medical Council of NZ with respect to a generally registered medical practitioner • Comply with the Code of Conduct for State Services (2007). <p>Public Health Leadership</p> <ul style="list-style-type: none"> • Lead by example to champion and drive equitable health outcomes. • Promote evidence based service development following rigorous needs analysis. <p>Customer Service</p> <ul style="list-style-type: none"> • Open and responsive to customer and community needs. • Demonstrate an understanding of continuous quality improvement 			
HEALTH & SAFETY RESPONSIBILITIES	HBDHB is committed to maintaining and promoting the health & safety of all its staff, contractors, volunteers and patients. In this role, your duties are: <ul style="list-style-type: none"> • Not to do anything that puts your own H&S at risk • Not to do anything that puts others H&S at risk • To follow all health and safety policies and procedures • To follow all reasonable health and safety instructions (You have the right to cease work if you believe that you, or others, are at risk of serious harm).			
KEY WORKING RELATIONSHIPS	INTERNAL <ul style="list-style-type: none"> ▪ Clinical Director, Health Improvement & Equity ▪ Other Hawke's Bay PHMSs/Medical Officers of Health ▪ Programme Support Officers Notifiable Diseases ▪ Public Health Nursing team leader communicable disease ▪ Health Improvement & Equity Directorate staff ▪ Health care professionals 		EXTERNAL <ul style="list-style-type: none"> ▪ Ministry of Health ▪ Local government ▪ Primary health organisation/s ▪ Māori providers ▪ Health care professionals ▪ Non-government organisations ▪ Other government agencies (e.g. Ministry of Primary Industries, Worksafe NZ) 	

DELEGATION AND DECISION	<ul style="list-style-type: none"> ▪ Clinical decisions in relation to communicable disease under supervision of Medical Officers of Health
HOURS OF WORK	48 hours per fortnight
EMPLOYMENT AGREEMENT & SALARY	In accordance with the Senior Medical and Dental Officers Collective Agreement (Medical Officerf Special Scale) according to qualifications and experience and pro rata for hours worked.
DATE	May 2020
EXPENDITURE & BUDGET ACCOUNTABILITY	Not applicable
SCOPE & COMPLEXITY	<ul style="list-style-type: none"> ▪ Works within a specific clinical area within scope of practice as agreed with the Clinical Director, Health Improvement & Equity. ▪ Works under oversight of Medical Officer of Health/(SMO Public Health Medicine.

ESSENTIAL CRITERIA

Qualifications

- Registered Medical Practitioner

Experience

- Experience working in general practice and child health
- Proven motivation, energy and enthusiasm for public health

Business / Technical Skills

- Sound understanding of the determinants of health and of health inequity
- Awareness of potential future legislative, technical and professional changes in public health services.
- Excellent written, oral and interpersonal skills, including the ability to apply them to the area of community consultation and liaison.
- Skilled in time and project management.

Leadership Competencies

- Ability to build credibility with others in a short period of time by acting with integrity, developing and maintaining positive relationships, and by demonstrating DHB values.
- Ability and commitment to establish highly effective working relationships with colleagues.

Effectively Engaging with Māori

- Demonstrates knowledge and understanding of local tikanga and Māori culture sufficiently to be able to respond appropriately to Māori
- Is visible, welcoming and accessible to Māori consumers and their whānau
- Actively engages in respectful relationships with Māori consumers and whānau and the Māori community
- Actively seeks ways to work with Māori consumers and whānau to maximise Māori experience
- Actively facilitates the participation of whānau in the care and support of their whānau member
- Ability and commitment to manage own cultural competence development, including understanding key concepts and stages in developing cultural competence, reflecting on one's own cultural identity, critically assessing one's own development needs, seeking feedback on performance from community sources and knowledgeable persons, implementing processes to maintain and improve one's cultural competence

Physical requirements for role:

Vaccination status for role:

- Influenza
- If required; MMR and Boostrix

DESIRABLE CRITERIA

Experience

- Knowledge of political, legislative or other external influences affecting the health sector in Aotearoa / New Zealand
- Working knowledge of Te Reo Māori
- Epidemiological skills/knowledge.

Business / Technical Skills

- Understanding of organisational dynamics and ability to work effectively in a complex multi-professional workplace.
- Information system knowledge and skills
- Proven record of providing initiative, innovation and creativity in the development of new initiatives and projects.
- Knowledge of Tikanga Māori and how it is applied to public health
- Health policy analysis and development



Our Vision and Values

Te hauora o te Matau-a-Māui: Healthy Hawke's Bay

Excellent health services working in partnership to improve the health and wellbeing of our people and to reduce health inequities within our community.



HE KAUANUANU RESPECT

Showing **respect** for each other, our staff, patients and consumers. This means I actively seek to understand what matters to you.

ĀKINA IMPROVEMENT

Continuous **improvement** in everything we do. This means that I actively seek to improve my service.

RARANGA TE TIRA PARTNERSHIP

Working together in **partnership** across the community. This means I will work with you and your whānau on what matters to you.

TAUWHIRO CARE

Delivering high quality **care** to patients and consumers. This means I show empathy and treat you with care, compassion and dignity.