

MEDICAL OFFICER, PUBLIC HEALTH

1. PURPOSE OF POSITION

- To provide clinical and population health advice to support the function of the Public Health Unit and the Taranaki District Health Board
- To develop and assist with the implementation of evidence-based pro-equity public health/population health programmes
- To effectively participate in teams both within and outside the Taranaki District Health Board and in partnership with communities with the aim of eliminating health inequities through preventing disease, promoting health and prolonging the life and quality of life of the population
- To experience and gain exposure to public health medicine that may support preparation for application to further specialist training such as the New Zealand College of Public Health Medicine Training Programme
- To provide operational support to the Medical Officer of Health

2. ORGANISATIONAL VALUES

The Taranaki District Health Board's (DHB) our mission (Te Kaupapa) is improving, promoting, protecting and caring for the health and well-being of the people of Taranaki. Taranaki DHB's values define who we are as an organisation, the way we work with each other, our patients, whanau and external partners. Our Te Ahu Taranaki DHB values are:

Partnerships	WHANAUNGATANGA	We work together to achieve our goals
Courage	MANAWANUI	We have the courage to do what is right
Empowerment	MANA MOTUHAKE	We support each other to make the best decisions
People Matter	MAHAKITANGA	We value each other, our patients and whanau
Safety	MANAAKITANGA	We provide excellent care in a safe and trusted environment

3. WORKING RELATIONSHIPS

External	Internal
<ul style="list-style-type: none"> • Ministry of Health • Local Government departments, territorial authorities and non-Government agencies • Primary Health Organisations and General Practitioners • Māori Health Providers • Providers of Health Services • Laboratories • Institute of Environmental Science & Research Ltd (ESR) 	<ul style="list-style-type: none"> • Medical Officers of Health • General Manager Planning, Funding and Population Health • Public Health Unit staff including Health Protection Officers • Cervical Screening and Immunisation Unit • Planning & Funding Team • Chief Advisor Māori Health and Māori Health Team • Clinical Services Managers

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	<ul style="list-style-type: none"> • Clinicians • Service Manager Public Health • Emergency Management Team • PGY2 doctors and medical students working in the Public Health Unit
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REPORTING TO: GENERAL MANAGER – PLANNING, FUNDING AND POPULATION HEALTH.			
NATURE OF APPOINTMENT: PART TIME / 0.4 FTE		LOCATION: TARANAKI BASE HOSPITAL, NEW PLYMOUTH	
WEEKLY TIMETABLE: Will overall work 416 standard hours plus call back:			
Duty	Hours	Sessions	Total hours
Clinical: Provision of clinical and population health advice; development and implementation of evidence-based pro-equity public health/population health programmes; support the Medical Officer of Health and Health Protection Officers with the provision of statutory Medical Officer of Health duties; through the Medical Officer of Health assist in the supervision of junior doctors and medical students working in the Public Health Unit			28
Non-clinical: self-development, CME, grand rounds, audit and QA, research, planning, etc.			12
TOTAL Standard hours			40
SUMMARY OF ON-CALL DUTIES: There will be no call duties			

4. ACCOUNTABILITIES

Key Area of Responsibility	Expected Outcomes
1. Provide clinical and public health population health advice	<ul style="list-style-type: none"> • Promote and advocate for public/population health approaches as an essential contribution towards improving health and eliminating inequities in the health of the population. • Promote evidence based service development following rigorous needs analysis.
2. Develop and assist with the implementation of evidence based pro-equity public health/population health programmes	<ul style="list-style-type: none"> • Plan, facilitate the implementation of, monitor and evaluate specific strategies for population health, as agreed with the General Manager, Planning, Funding & Population Health.

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3. Support Medical Officer of Health	<ul style="list-style-type: none"> • Carry out tasks and responsibilities under the direction of the Medical Officer of Health, ensuring that action is taken accordingly. • Provide advice and support to designated officers. • Work with other team members to mutually agreed work schedules and management processes. • Through the Medical Officer of Health assist in the supervision of PGY2 doctors and medical students working in the Public Health Unit.
4. Professional development and education	<ul style="list-style-type: none"> • Participate in DHB specialist credentialling process. • Undertake self-development and continuing medical education in the area of public health medicine •
5. Risk management, health and safety	<ul style="list-style-type: none"> • Contribute to the provision of a safe environment for staff, patients and members of the public.
6. Customer Services	<ul style="list-style-type: none"> • Establish and maintain good working relationships with colleagues and other members of professional networks. • Develop and maintain effective linkages with key organisations.

Organisational Accountabilities	Expected Outcome for all Managers and Team Leaders
Health Equity	<p>The TDHB strives to eliminate health inequities and achieve health equity for the Taranaki population. In practical terms this means all Managers, Team Leaders and roles with responsibility for managing staff, are required to implement relevant health equity policies, procedures, approaches and guidelines issued from time to time including:</p> <ul style="list-style-type: none"> • Implementing the Pae Ora Framework which requires: <ul style="list-style-type: none"> ○ Demonstrating the principles of Partnership, Participation and Protection under the Treaty of Waitangi; ○ Improving understanding of the determinants of ethnic inequalities in health, in particular the “Drivers of ethnic inequalities in health” and the “Pathways to Inequalities” both of which are referenced in the TDHB Pae Ora Framework, Appendix 1; ○ Enabling Māori participation in design and delivery of services; ○ Ensuring Health Equity assessment is undertaken with appropriate input where services, policies or programmes are expected to improve outcomes for Māori; ○ Ensuring appropriate health literacy responses are developed and implemented to support effective engagement with and delivery for Māori and high needs communities;

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Organisational Accountabilities	Expected Outcome for all Managers and Team Leaders
	<ul style="list-style-type: none"> • Taking affirmative action to increase the Māori workforce within your team according to the Māori workforce targets set for the TDHB; • Providing leadership for self and team to: <ul style="list-style-type: none"> ○ Review clinical practice and those of your peers, through a health equity and quality lens; ○ Ensure collection of high-quality ethnicity data according to the TDHB Ethnicity Data Collection Policy and procedures; ○ Audit, monitor and evaluate health impact and outcome data to improve the delivery of high-quality health care for Māori; • Provide critical analysis of those organisational practices that maintain disparities in health care.
Health and Safety	<p>The Taranaki DHB is committed to ensuring that a safe and healthy work environment is achieved and maintained. All Team Leaders and Managers will support the DHB's health and safety culture by:</p> <ul style="list-style-type: none"> • Planning, organising and managing health and safety activities directed at preventing harm and promoting health and wellbeing in the workplace. • Following, implementing and ensuring compliance of all Health and Safety policies, procedures and processes. • Working closely with and supporting the Health and Safety Representative(s) role. • Ensuring a safe working environment and work practices through risk and hazard identification and management. • Ensuring health and safety is a standard agenda item in all meetings. • Ensuring health and safety reported events are followed up and closed off within required timeframes. • Ensuring health and safety audit activity occur; results reviewed and improvement actions implemented. • Ensuring health and safety management accountability for all direct reports is monitored and reviewed as part of the performance review process. • Actively supports staff rehabilitation and provides return to work options. • Ensuring health and safety related Key Performance Indicators are measured, reported and performance monitored.
Personal Development	<ul style="list-style-type: none"> • Fully contributes to the individual's team performance and is committed to identify and pursue opportunities for developing new knowledge and skills. • Participates in the performance appraisal process where personal performance and development is reviewed. • Willing to accept new responsibilities, acquire and demonstrate relevant new knowledge.

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5. VARIATION TO 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 can be amended from time to time either by additional, deletion or straight amendment to meet any changing conditions, however this will only be done in consultation with the employee.

6. CAPABILITY REQUIREMENTS

Capabilities are the behaviours demonstrated by a person performing the job. Capabilities identify what makes a person most effective in a role. Those listed below are expected for the Planning, Funding and Population Health team roles in the organisation. The required capabilities can change as the organisation develops and the roles change.

Capability
Effective Communication Shares well thought out, concise and timely information with others using appropriate mediums. Ensures information gets to the appropriate people within the organisation to facilitate effective decision making.
Decision Making/Problem Solving Demonstrates effective and timely decision making/problem solving techniques. Aware of the impact of decisions on key stakeholders and consults as appropriate utilising available resources. Is proactive and effective when problem solving is required.
Innovation/Initiative Continually strives for new and improved work processes that will result in greater effectiveness and efficiencies. Questions traditional ways of doing things when choosing a course of action or finds new combinations of old elements to form an innovative solution.
Resilience/Flexibility Articulates differing perspectives on a problem and will see the merit of alternative points of view. Will change or modify own opinions and will switch to other strategies when necessary. Adjusts behaviour to the demands of the work environment in order to remain productive through periods of transition, ambiguity, uncertainty and stress.
Cultural Competence Articulates a sound understanding of the principles of effective engagement with Māori as well as with people of other unique cultures. Understands concepts of whanaungatanga and manaakitanga and Māori cultural orientation to whanau, hapu and iwi.
Teamwork Works to build team spirit, facilitates resolution of conflict within the team, promotes/protects team reputation, shows commitment to contributing to the teams success.

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8. REQUIREMENTS OF ROLE

ESSENTIAL:

- Applicants must be qualified medical practitioners registered or eligible for registration with the Medical Council of New Zealand
- Applicants must also have at least two years of post graduate experience
- Evidence of an interest in further training in public health medicine such as having completed university papers in population health or public health
- Passion for eliminating health inequities
- Shows a caring but professional manner in all aspects of work. Is aware of and sensitive to all cultural issues
- Able to cope with a high and varied work load including emergency situations
- Time management skills and ability to prioritise
- Dedicated team player with a willingness to learn new skills
- Computer literate
- Has a commitment to quality and accuracy and is keen to learn and develop new skills
- Knowledge of Quality Assurance, clinical audit and accreditation principles, and a commitment of continuous quality improvement
- Ability to maintain confidentiality at all times
- Demonstrates initiative and flexibility
- Knowledge of Te Ao Māori and either a sound ability in Te Reo Māori or a desire to have a sound ability in Te Reo Māori
- Sound working knowledge of Te Tiriti O Waitangi (Treaty of Waitangi)