Clinical Centre Leader - Physiotherapy (0.50FTE)

Position Description

Date: June 2017

Job Title: Clinical Centre Leader – Physiotherapy
Department: Corporate
Location: Waitemata District Health Board
Reporting To: Director Allied Health Scientific and Technical Professions
Direct Reports: Nil

Functional Relationships with:
- Internal:
  - Professional and Clinical Leaders/Advisors of Physiotherapy
  - Team Leaders and Allied Health Managers
  - Physiotherapy Clinical Supervisors
  - Physiotherapists and Assistants
  - Interdisciplinary colleagues
  - Other Clinical Centre Leader colleagues
- External:
  - Students
  - AUT Clinical Leader
  - AUT Programme Leader
  - AUT Inter-professional Practice Leader
  - Private practice / NGO placement providers
  - Other Clinical Centre Leaders
  - Other professional colleagues across the region and nationally and internationally as appropriate
  - Professional Associations
  - AUT physiotherapy advisory committee through an appointed rep
  - Other groups as relevant

Purpose:
- To plan, implement and coordinate the Clinical & Community Placement Model (CCPM) for undergraduate physiotherapy students within Waitemata DHB region
- To ensure a range of placement opportunities are available and allocated to physiotherapy students across the provider arm, primary care settings, residential care facilities, private practices and non-government agencies
- To provide leadership and training for physiotherapists supervising undergraduate students on clinical placement within the Waitemata District Health Board Clinical Centre.
- To provide teaching, coaching and mentoring for students (and physiotherapists) to enable them to achieve their educational goals.
- To provide a consistent level of support to physiotherapy students and staff. This will require working across the DHB to provide optimal availability during student placements in conjunction with other Clinical Centre leader(s).
- To promote collaborative, inter-professional practice and development of the allied health workforce
- Services are delivered in accordance with Waitemata DHB Strategic Plans and Annual Plans.
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**Our Purpose, Values and Standards**

At the heart of Waitemata DHB is our promise of ‘best care for everyone’. This promise statement is the articulation of our three-fold purpose to:

1. promote wellness,
2. prevent, cure and ameliorate ill health and
3. relieve the suffering of those entrusted to our care.

At the heart of our values is the need for all of us to reflect on the intrinsic dignity of every single person that enters our care. It is a privilege to be able to care for patients, whānau and our community, a privilege that is sometimes overlooked in our day to day work.

Our standards and behaviours serve as a reminder to us all about how we are with our patients and with each other.

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**everyone matters**

Every single person matters, whether patients, clients, family members or staff members.

- Welcoming and friendly
- Respect and value each individual
- Take time to listen and understand
- Speak up for others

**with compassion**

We see our work in health as a vocation and more than a job. We are aware of the suffering of those entrusted to our care. We are driven by a desire to relieve that suffering. This philosophy drives our caring approach and means we will strive to do everything we can to relieve suffering and promote wellness.

- Compassionate for your suffering
- Attentive, helpful and kind
- Protect your dignity
- Reassuringly professional

**connected**

We need to be connected with our community. We need to be connected within our organisation – across disciplines and teams. This is to ensure care is seamless and integrated to achieve the best possible health outcomes for our patients/clients and their families.

- Communicate and keep people informed
- Explain so people understand
- Teamwork with patients, whānau, and colleagues
- Give and receive feedback

**better, best, brilliant**

We seek continuous improvement in everything we do. We will become the national leader in health care delivery.

- Positive we can make a difference
- Improve our service and ourselves
- Clean and safe practice
- Timely, efficient and organised
## Key Tasks

Provide Clinical Educational Leadership across the Waitemata DHB district, in partnership with AUT Clinical Leader and Waitemata DHB Professional Leaders - Physiotherapy

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<tr>
<th>KEY TASKS</th>
<th>EXPECTED OUTCOMES</th>
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<tr>
<td></td>
<td>Take responsibility for the leadership, development and implementation of the DHB Clinical Centre for physiotherapy</td>
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<td>Facilitate placements that create a workforce ready to meet and improve health outcomes for our patients</td>
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<td>Facilitate a placement programme which aligns with the needs of the AUT undergraduate programme</td>
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<td>Provide educational leadership to undergraduate Physiotherapy students (and Physiotherapists as required) in the Clinical Centre</td>
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<td>Utilise adult learning knowledge and skills to assist staff in developing their skills as student supervisors and with students on clinical placement</td>
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<td>Develop students as reflective practitioners</td>
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<td>Provide mentoring, coaching and support to students and physiotherapists who supervise students</td>
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Clinical Quality & Professional Governance

- Adhere to organisational policies and procedures across all clinical settings and relevant legislative and regulatory requirements
- Adhere to physiotherapy professional standards of practice and code of ethics
- Demonstrate leadership and utilisation of evidence based practice
- Participate and contribute to quality initiatives and research
- Contribution is made to development and review of best practice guidelines
- Ensure relevant resources are used effectively, and be fiscally responsible
- Service administration standards are met. Accurate statistical information as per service requirements is maintained

Continual Professional Development

- In partnership, fulfill own responsibilities with Waitemata DHB’s performance review process
- To adhere to Waitemata DHB’s professional practice processes, including supervision and peer review on a regular basis
- To demonstrate leadership, appropriate to expected level of practice
- Takes responsibility for own learning by
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<td>recognising training and skill needs and undertaking professional development activities on an ongoing basis</td>
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<td>• Professional Development Portfolio is developed and maintained, including a training record</td>
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<td>Fosters internal and external relationships</td>
<td>• Develops positive working relationships with placement provider partners</td>
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<td>• Collaborate with and informs Team Leaders, Professional &amp; Clinical Service Leaders</td>
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<td>• Fosters relationships with AUT School of Physiotherapy</td>
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<td>• Fosters relationships with other Waitemata DHB Clinical Centre Leaders</td>
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<td>• Liaise with Schools of Physiotherapy Educators and staff</td>
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<td>• Seek and support development of student placements within Waitemata DHB region</td>
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<td>Works in a way that meets diverse cultural needs of students, staff and patients, family/whanau</td>
<td>• To demonstrate in practice, the principles of the Treaty of Waitangi – Partnership, Participation, Protection</td>
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<td>• To demonstrate culturally responsive practice that encompasses a diverse range of beliefs, values and practices</td>
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<td>Statutory &amp; Treaty of Waitangi obligations</td>
<td>• Ensures the professional and political integrity of Waitemata DHB by carrying out all functions in compliance of the Treaty of Waitangi and by demonstrating a serious commitment to keeping the treaty alive.</td>
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<td>• Shows sensitivity to cultural complexity in the workforce and patient population</td>
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<td>To recognise individual responsibility for workplace Health &amp; Safety under the Health and Safety at Work Act 2015</td>
<td><strong>Contribute to a safe and healthy workplace at Waitemata DHB by:</strong></td>
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<td><strong>All Employees</strong></td>
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<td>• Following &amp; complying with H&amp;S policies &amp; processes &amp; applying them to their own work activities, including using/wearing Personal Protective Equipment as required.</td>
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<td>• Participating in activities directed at preventing harm &amp; promoting well-being in the workplace</td>
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<td>• Identifying, reporting &amp; self-managing hazards where appropriate</td>
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<td>• Early and accurate reporting of incidents at work and raising issues of concern when identified.</td>
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<th>Competency</th>
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| **1. Educational and Teaching Skills** | • Uses knowledge and experience of adult learning theory and practice to create a supportive learning environment.  
• Demonstrates coaching skills with staff and students in one and group environments  
• Demonstrate use of professional & clinical supervision skills with staff and students  
• Demonstrates reflective practice and an ability to develop staff and students as reflective practitioners  
• Written and oral presentation skills are appropriate to a tertiary learning environment  
• Competency in Word, Excel, Power Point and Outlook computer applications |
| **2. Values Diversity** | • Demonstrates a commitment to the Treaty of Waitangi. Displays cultural sensitivity, respect and a willingness to work positively with organisational strategies to improve opportunities for Maori health gain. Demonstrates knowledge of culturally-centered practice and practices in a culturally safe manner |
| **3. Leadership** | • Demonstrates ability to model and operationalise Waitemata DHB vision and values  
• Works to improve health outcomes of clients  
• Recognises and respects individual differences and demonstrates an ability to manage conflict  
• Recognises the achievements of others  
• Demonstrates an ability to support, mentor, motivate and develop others  
• Develops relationships within the team and Clinical Centre Partners to foster a supportive learning environment for allied health students  
• Collaborates with team members and other Professional and Community groups to achieve objectives. |
| **4. Change Management** | • Demonstrates an understanding of change management principles including the impact of change on team members and their ability to provide students with experiential learning.  
• Contributes to the management of change and continuous by coaching staff, championing issues and providing feedback to leadership team on implementation  
• Supports continuous improvement through commitment to meeting Waitemata DHB goals and values. Adheres to Waitemata DHB policies, procedures and professional standards of physiotherapy |
| **5. Organisation as related to Student Fieldwork Placements** | • Establishes a plan of action and achieves priority goals. Manages workload/flow, recognises and addresses barriers to the workflow, and takes account of changing priorities. Utilises and has knowledge of local resources |
| **6. Self-Management** | • Sets high standards and strives to achieve. Displays energy and drive and persists in overcoming obstacles. Copes with stress, is resilient to change and understands personal limitations. Is proactive and displays initiative. Practices ethically |
PERSON SPECIFICATION

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<th>Qualification</th>
<th>Minimum</th>
<th>Preferred</th>
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|               | • NZ Registered Physiotherapist  
|               | • Current Annual Practising Certificate  
|               | • Evidence of relevant on-going learning  
|               | • Current Manual driving license  |  
|               | • Member of New Zealand Society of Physiotherapists  
|               | • Member of special interest group  
|               | • Post graduate study / qualification in relevant clinical area  |

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<th>Experience</th>
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|            | • A minimum of 5 years post graduate clinical experience  
|            | • Minimum of 2 years’ experience supervising and teaching students and/or staff (or other relevant experience)  
|            | • Other relevant experience to learning and development of workforce  |  
|            | • Experience of the 2:1 model of clinical placement  
|            | • Experience of establishing and maintaining clinical student placements  
|            | • Experience in research  
|            | • Experience of translating evidence into clinical practice  
|            | • Experience in using standardised assessment tools and outcome measures  
|            | • Experience in changing / reforming services  
|            | • Experience working with people from a variety of cultural backgrounds  |

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<th>Skills/Knowledge/Behaviour</th>
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|                            | • An understanding of bicultural issues and the Treaty of Waitangi  
|                            | • An understanding of clinical governance and evidence based practice  
|                            | • An understanding of health care in New Zealand  
|                            | • An ability to lead, motivate others, and influence change  
|                            | • Resilience and flexibility  
|                            | • Professional attitude and standards  
|                            | • Non-judgmental and supportive  
|                            | • A positive contributing team member  
|                            | • Clear personal and professional role  
|                            | • Enthusiasm for physiotherapy  
|                            | • Willingness to explore new concepts  |  
|                            | • Evidence of educational and teaching skills  
|                            | • Understanding of the principles of adult learning,  
|                            | • Advanced knowledge and practice in Clinical and Professional Supervision and Peer review processes  
|                            | • Ability to prioritise using time management and delegation skills  
|                            | • Ability to facilitate collaborative practice  
|                            | • Ability to motivate and develop others  |

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<th>Others</th>
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|        | • Word  
|        | • Excel – Spreadsheets  
|        | • Power Point  |  
|        | • Supervision and mentoring skills  
|        | • Coaching and skills training  
|        | • Up Front Teaching & Adult Education  |