



Position Description

Position Title:	Anaesthetist
Department:	Theatre
Location:	Kaweka Hospital, Canning Road Other affiliated sites within Hawke's Bay as required
Reporting To:	Hospital Manager

The Kaweka Way – Making It Better

The Kaweka Way encompasses the foundational values that allow us to provide a world class facility and service to our patients, our local community and our teams.

Kounga - Quality

I will confidently ensure that all patients have a quality experience and the best possible health outcome.

Ngākau tapatahi - Integrity

I will create an environment of trust that will set the standard for others to aspire to.

Mahi ngātahi - Teamwork

I will remove barriers to create more efficient systems and processes and ensure that collaboration and inclusiveness are at the heart of everything I do.

Atawhai - Kindness

I will treat all of our patients and colleagues with compassion and genuine care so that they feel reassured and at ease.

Pārekareka - Fun

I will embrace Kaweka Hospital being an irresistible workplace which is happy and fulfilling for our team.

Whakapai ake - Improvement

I will continually improve my knowledge and skills to ensure that Kaweka Hospital is a leading surgical facility innovating healthcare in New Zealand.

Purpose of the Position

The primary purpose of the role is to provide an excellent standard of clinical practice and clinical expertise in anaesthesia and perioperative care to Kaweka Hospital patients.

What You're Responsible For

Delivery of clinical care to patients requiring Anaesthesia services

- Maintains a high standard of professional care in accordance with the NZMA Code of Ethics, statutory and regulatory requirements and Organisation policies, and any subsequent amendments thereto.
- Is aware of and complies with statutory requirements.
- Takes professional care of and undertakes delegated clinical responsibilities for Anaesthesia patients.
- Conducts outpatient clinics and ward rounds, and other duties, using the allocated time efficiently and effectively.

- When necessary, assists in the management of patients with emergencies.
- Sees and advises promptly on patients referred for a specialist opinion; provides and/or supervises clinical care including the assessment, investigation, treatment and appropriate referral of patients who present to the Anaesthesia Service .
- Provides services in accordance with Kaweka Hospital clinical protocols, guidelines and policies.
- Where the need arises, your expertise may be used in affiliated sites to support the Hawke's Bay community.
- Fulfils scheduled commitments as per the work schedule
- Working effectively as part of a multidisciplinary team

Patient Centred Care

- Treats patients with respect, and shows consideration for their personal privacy, maintenance of dignity and independence, social and cultural needs, religious values and beliefs.
- Maintains effective interpersonal relationships with patients and their family/whānau/support persons.
- Provides patients with fair treatment without discrimination or pressure.
- Gives patients a full explanation of all procedures and treatments
- Obtains informed consent for all patients in accordance with the Organisation's policy for undertaking any operation, test or procedure
- Facilitates the provision of an environment which encourages them as part of the informed consent process, where practicable, to participate in decision-making about their treatment.
- Responds to patient complaints promptly and sensitively.
- Patient satisfaction, measured by both formal and informal feedback, is positive in terms of the medical care provided, including informed consent, provision of information and professional relationship with the patient.
- Practises in a culturally safe manner.
- Ensures that family/whanau/support persons are informed and involved.

Management / Administration

- Ensure administrative duties, relating to the proper functioning of the Department and Hospital, are carried out effectively and efficiently
- Comprehensive, accurate and up-to-date medical records are maintained for all patients under the Anaesthetist's care.
- Medical reports and discharge letters on inpatients as well as outpatient letters on patients seen by the Anaesthetist are completed and dispatched in a timely manner.
- Ensures patient treatment is documented and discharge planning and referral processes are appropriate, timely and comprehensive
- Consistently reviews efficiency of own practices and participates in activities related to organisational effectiveness
- Participates in the development and updating of clinical management guidelines
- Provide, and participate in, appropriate educational activities for Kaweka Hospital staff, as appropriate, in such subjects as "basic life support"
- Maintain personal knowledge and skills and participating in Continuing Medical Education, including mandatory organisation education modules such as Health and Safety required by Kaweka employees
- Participate in reviews and investigations on drugs, equipment, methods of clinical management and physiological, pharmacological and other matters relevant to anaesthesia, acute pain management and resuscitation when appropriate
- Maintain a high standard of professional care in accordance with the NZMA Code of Ethics, Australian and New Zealand College of Anaesthetists Guidelines, Statutory and Regulatory requirements, company policies and any subsequent amendments thereto

Personal Education

- Demonstrates evidence of continuing self-education through, for example, attendance at relevant courses/ seminars/conferences; reading relevant literature.
- Utilises annual Continuing Medical Education Leave entitlement to maintain and develop own skills and knowledge.
- Attends and actively participates in local post-graduate medical education activities.
- Participates in appropriate College MOPS programme or equivalent.
- Achieves maintenance of professional standards requirements (or equivalent) set by the appropriate College and maintains professional standards of conduct.
- Achieves and maintains Kaweka Hospital credentialing.
- Develops or acquires new skills, procedures or qualifications which contribute positively towards the quality of service provision and achievement of contracted obligations.
- Identifies professional development needs and develops a plan to meet these.
- Maintains professional contacts through membership of local, regional or national professional groups or advisory bodies

Your Commitment to Diversity and Reducing Inequities

- Supports a health workforce that reflects the Hawke's Bay community.
- Demonstrates knowledge and understanding of local tikanga and Māori culture and supports the use of Te Reo Māori.
- Is visible, welcoming and accessible to Māori, Pasifika patients and their whānau, and all other ethnicities without prejudice.
- Is committed to reducing inequities for Māori and Pasifika in accessing services.
- Is able to apply the Tiriti o Waitangi within the delivery of services on behalf of Kaweka Hospital.
- Actively engages in respectful relationships with all patients and their support networks to encourage participation in the delivery of care.
- Demonstrates the ability to engage with all patients and how they identify themselves.
- Provides an accessible service for the disabled community that recognises the individual needs of the patient.
- Promotes awareness of LGBTTQIA+ communities, the challenges they face and being an ally in the workplace.

Your Commitment to Quality, Occupational Health, Safety, & Wellbeing, and Environment

- You will be proactive in the use of appropriate mechanisms to identify all accidents, incidents, near misses, and nonconformances.
- You will participate in multi-disciplinary meetings and systems.
- You will not do anything that puts your own or others occupational health & safety, or wellbeing at risk.
- Follows all quality, occupational health, safety, & wellbeing, and environmental policies, procedures, and instructions.
- Understand your rights and responsibilities as a worker under the Health and Safety at Work Act 2015.

Kaweka Hospital Staff are People Who

- Lead by example and are self-confident but humble.
- Operate with a defined vision and a bias for action.
- Are self-directed, rapid learners.
- Aren't content with the status quo and are able to break down barriers to move the organisation forward.
- Exhibit passion and excitement regarding their work.
- Are tenacious and willing to put in extra effort to achieve their, and Kaweka's goals.
- Are collaborative by choice and don't make decisions in isolation.
- Are passionate about improving the responsiveness and quality of the solutions delivered.

- Have effective written and face-to-face communication skills.
- Are problem solvers by nature.
- Have superior customer service mindsets.
- Are able to influence others, work in a team environment, and also able to work independently.
- Are able to handle multiple, and sometimes conflicting, priorities.

All Hands on Deck Approach

At Kaweka Hospital we know the most successful teams are made up of people who are willing to “jump in and get the job done”, even if it’s a task not specifically stated in your position description. From time-to-time we may ask this of you, however, we will always ensure that your safety, and that of our patients, is paramount so you will never be asked to do anything outside what is reasonable for your role.

Education and Experience

- Registered as a Medical Practitioner with the Medical Council of New Zealand.
- Holds a higher qualification appropriate to the speciality, which is recognised by the Medical Council of New Zealand for Vocational Registration in Anaesthesia.
- Annual certification of compliance with a MCNZ compliant CPD program.
- Maintains Annual Practising Certificate

Experience and Competencies

- Proven knowledge of modern skills and techniques within Anaesthesia.
- Has demonstrated a high standard of clinical care, management and time management skills.
- Is committed to continually updating skills and treatment methods.
- Has demonstrated teaching skills in respect of junior medical staff, other staff, patients and their families.
- Awareness of and sensitivity to cultural differences.
- Ability to work effectively within a multidisciplinary team.

Authorities

No financial authority.

People Management

No people management.

Physical Status

Generally physically fit and able to undertake the role as outlined.

Vaccination Status

Recommend vaccinations and those deemed mandatory and as required by the Ministry of Health. This will be reviewed frequently by the Senior Leadership Team following any amendments to the requirements of the Ministry of Health.

Employment Agreement:	Individual Employment Agreement as agreed with the employee.
Position Description Prepared Date:	December 2022
Employee Name:	
Signed by Employee:	
Date of Signature:	

Small changes to your position may occur however anything of an ongoing nature will be reviewed, agreed and entered in writing as a variation.