

Fellow – Gastroenterology

Position Description

Date: December 2020

Job Title : Fellow
Department : Gastroenterology
Location : Taranaki District Health Board (TDHB); Taranaki Base Hospital .
Reporting To : Head of Department Medicine
 Manager Medical Services
Accountable To : Clinical Lead Endoscopy
Direct Reports : Not applicable

Functional Relationships with : Internal

- Consultants/Senior Medical Officers
- Medical, Surgical and Gastroenterology Registrars and Resident Medical Officers
- Operations Managers
- Endoscopy Service Delivery Manager
- Senior Nurse Specialists
- Nursing staff
- Clinical Staff
- Referral Administrators
- Clerical Administrators
- TDHB Inpatient and Outpatient Departments

External

- Patients
- Patients’ families (with authorization from patients, in the first instance)
- Primary Care Providers including GP’s
- Other DHB providers
- Ministry of Health

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

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Purpose of the role :

Behavioral Competencies	Behaviors Demonstrated
Communicates and Works Co-operatively	<ul style="list-style-type: none"> Actively looks for ways to collaborate with and assist others to improve the experience of the healthcare workforce, patients & their families and the community & Iwi.
Is Committed to Learning	<ul style="list-style-type: none"> Proactively follows up development needs and learning opportunities for oneself and direct reports.
Is Transparent	<ul style="list-style-type: none">
Is Customer Focused	<ul style="list-style-type: none"> Responds to people’s needs appropriately and with effective results Identifies opportunities for innovation and improvement
Works in Partnership to Reduce Inequality in Outcomes	<p>Works in a way that:</p> <ul style="list-style-type: none"> Demonstrates awareness of partnership obligations under the Treaty of Waitangi. Shows sensitivity to cultural complexity in the workforce and patient population. Ensures service provision that does not vary because of peoples’ personal characteristics.
Improves health	<ul style="list-style-type: none"> Work practices show a concern for the promotion of health and well-being for self and others.
Prevents Harm	<ul style="list-style-type: none"> Follows policies and guidelines designed to prevent harm. Acts to ensure the safety of themselves and others.

Note: This job description forms part of an individual’s contract of employment with TDHB

Purpose of the role:

- This is a full-time fixed term position at senior registrar level aimed at consolidating and obtaining new experience in endoscopy and Gastroenterology, at least at 6th year postgraduate level. Previous endoscopy experience is needed. The position will work primarily in Gastroenterology.

KEY TASKS	EXPECTED OUTCOMES
Clinical Duties & Work Schedule	<ul style="list-style-type: none"> Responsible for the clinical assessment, investigation, diagnosis and treatment of patients under the Gastroenterology specialist. To facilitate the safe and efficient management of patients in the care of the Gastroenterology service, under the supervision of the Consultant. To undertake outpatient clinics at Taranaki DHB sites, providing clinical management of outpatients with Gastroenterology disorders. In the event of a consultation being requested by another service, arrange for the patient to be seen either by the Registrar and/or the Gastroenterologist, keeping the

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	<p>Consultant(s) informed.</p> <ul style="list-style-type: none"> To receive general practice enquiries regarding admissions or management issues involving Gastroenterology patients. To undertake endoscopy lists at both locations and expected to fill in vacant lists on the endoscopy roster. To share responsibility with the gastro registrar in caring for Gastro inpatients or patients as directed by the Consultant or Service Clinical Director. To participate in research projects within the department of Gastroenterology. Any other duties that may be required in the interest of the department, such as organising clinics and lunchtime presentations.
Training and Education	<p>The Fellow will attend (unless attendance is required for an emergency, rostered endoscopy list or clinic) the following meetings:</p> <ul style="list-style-type: none"> Gastroenterology journal club Medical Grand Round GI Pathology meeting GI Radiology meeting Relevant clinical multidisciplinary team meetings Patient and whanau meetings as required <p>The Fellow will:</p> <ul style="list-style-type: none"> Participate in clinical audit within the Gastroenterology Service Assist when required with junior medical staff and teaching programmes Present case summaries and topic reviews on a regular basis Attend other meetings/sessions as directed by the senior medical staff.
Performance Appraisal	<ul style="list-style-type: none"> Performance will be assessed by a nominated Gastroenterologist, using the criteria above or against an international standard or guideline where this is applicable, and will be discussed at formal meetings at the beginning of the position and again at 3 months, 6 months and 11 months or when required. If deficiencies are identified during the attachment the Consultant will bring these to the Fellow's attention and discuss how they may be corrected.
Professional Manner	<ul style="list-style-type: none"> Has a professional and positive attitude at all times and projects this when working in the day-to-day environment Uses initiative, escalates problems or difficulties as appropriate Adaptable and understanding of the ever-changing nature of the health environment relevant to the role. Understands and demonstrates the TDHB values.
Effective Team Communication	<ul style="list-style-type: none"> Maintains open, effective and appropriate communication

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	<p>with medical, nursing, allied health staff and stakeholders e.g., patients, clinical staff etc.</p> <ul style="list-style-type: none"> • Responds to request for information promptly and accurately. • Keep clear, accurate and relevant records, including professional clinical documentation in line with TDHB policies. • Participates at team meetings.
<p>Statutory & Treaty of Waitangi obligations</p>	<ul style="list-style-type: none"> • Ensures the professional and political integrity of Taranaki DHB by carrying out all functions in compliance of the Treaty of Waitangi and by demonstrating a serious commitment to keeping the Treaty alive. • Shows sensitivity to cultural complexity in the workforce and patient population.
<p>To recognise individual responsibility for workplace Health & Safety under the Health and Safety at Work Act 2015</p>	<p>Contribute to a safe and healthy workplace at Taranaki DHB by: All Employees</p> <ul style="list-style-type: none"> • Following & complying with H&S policies & processes & applying them to their own work activities, including using/wearing Personal Protective Equipment as required. • Participating in activities directed at preventing harm & promoting well-being in the workplace • Identifying, reporting & self-managing hazards where appropriate • Early and accurate reporting of incidents at work and raising issues of concern when identified.

PERSON SPECIFICATION

POSITION TITLE: Fellow – Gastroenterology

	Minimum	Preferred
Qualification	<ul style="list-style-type: none"> • Qualified Medical Practitioner eligible for appropriate registration with Medical Council of New Zealand. • Minimum of four years training in Gastroenterology. 	<ul style="list-style-type: none"> • Vocational qualification in Gastroenterology • Six or more years post registration. • Four or more years' experience in Clinical Gastroenterology. • Special interest, skills or additional qualifications in subspecialty area.
Experience	<ul style="list-style-type: none"> • Broad understanding of the New Zealand health sector • Recognises the critical and key success factors in working in healthcare • Proven record for independence in scoping 	<ul style="list-style-type: none"> • Detailed understanding of the New Zealand health sector reform and purchasing structure
Skills/Knowledge/Behaviour	<ul style="list-style-type: none"> • High standard of written and verbal communication. • Ability to work as integral member of multi-disciplinary team. • Able to maintain good professional relationships and be respectful of other team members' skills. • A demonstrated belief in, and commitment to, promoting quality of life. • Knowledge and understanding of the determinants of ethnic inequalities in health, in particular the drivers of ethnic inequalities in health. 	<ul style="list-style-type: none"> • A strong interest in research and education • A strong interest in personal professional development • A willingness to take on further roles within the team.