



# Senior Medical Officer:

## Addiction Services

*Position Description*

# About Pathways and the Wise Group

The Wise Group is one of the largest non-government providers in New Zealand. We're a family of charitable entities, and we're all linked by a common dream. We believe in creating fresh possibilities and services for the wellbeing of people, organisations and communities.

We're not like other organisations. For us it's about people, not awards, it's about caring, not headlines.

Pathways Ltd operates as a subsidiary charitable company of the Wise Trust and is New Zealand's largest provider of community-based mental health and wellness services. Since 1989 Pathways has been supporting people to live well and be part of the communities of their choice by providing a range of support services around employment, housing and wellness.

With the recognition that people do recover and their needs change, Pathways has continued to evolve and develop a wide range of innovative support choices, looking for inspiration from people using Pathways' services, employees and families, and to examples of best practice elsewhere in New Zealand and internationally.

The spirit of the organisation is - whatever it takes. This is not just a slogan on the wall for us, we all live this every day and as individuals and as an organisation we undertake to respond to every person we touch with every resource we have.

The face of mental health services in New Zealand today is vibrant and exciting, and Pathways' is proud of the leadership it has shown over the years. Our journey is just beginning.

## Senior Medical Officer

<b>Reports to:</b>	Service and Relationship Manager
<b>Location:</b>	Wairarapa
<b>Purpose:</b>	The SMO is responsible for providing optimum assessment and treatment for people experiencing addiction to substances in the Wairarapa either through community based support or the arrangement and implementation of social detox / in patient treatment programs for individual patients, including opioid substitution management.
<b>Relationships (Internal):</b>	Pathways employees, Wise Group employees



## Inspirational dream

Creating mental health and wellbeing opportunities that enable people to live their dreams and flourish

## Character

Courage	Passion	Integrity
Innovation	Caring	Imagination
Optimism	Diversity	Fun

## Spirit

Whatever it takes

## Focus

Do what matters

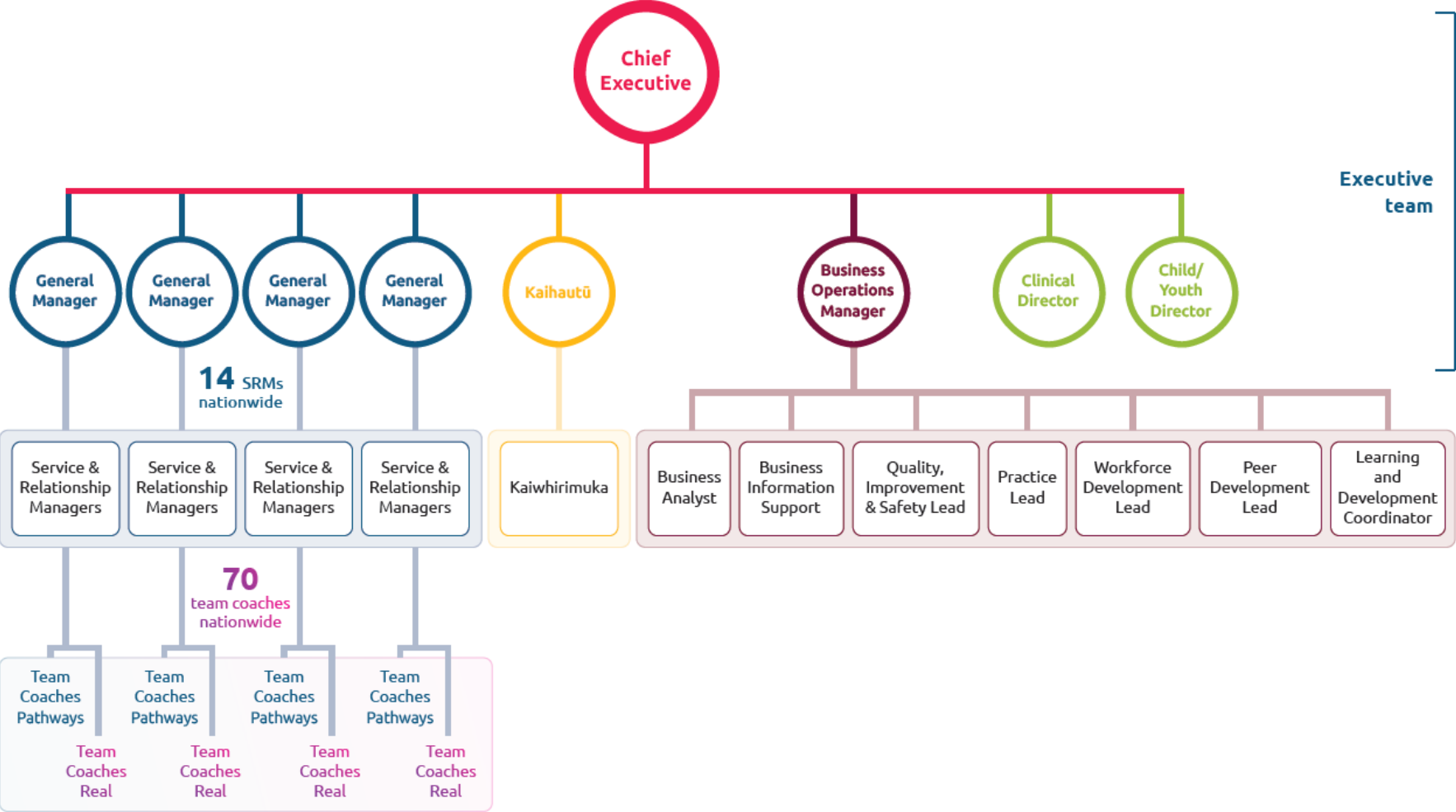
## Values

- Hope and respect are at the heart of what we do
- Mental health is our priority, total wellbeing is our goal
- Everyone can shape their own future and live well
- Whanau, family and friends matter
- Shared stories capture hearts and minds
- Connections with people, culture and communities build strength
- By addressing poverty and social inequity we can enrich lives
- We strive to work in a trauma informed way

## Greatest imaginable challenge

Everyone using and working in Pathways services has the resources and supports to improve their health and wellbeing

# Pathways organisational structure



# Requirements of the position

Focus	Activities	Outcomes
<p><b>Clinical Responsibility</b></p>	<ul style="list-style-type: none"> <li>• To provide assessment, diagnosis and appropriate treatment for tangata whaiora / consumers within the clinical setting</li> <li>• To advise, consult and educate tangata whaiora / consumer and relevant others about treatment options</li> <li>• Ensure effective identification of related problems and arrange further specialised assessment with other disciplines as necessary</li> <li>• High risk behaviour and potential to harm self or others are assessed and tangata whaiora / consumer are effectively supported to manage these risks positively.</li> <li>• That each new referral accepted into the service receives a comprehensive medical assessment that includes physical examination</li> <li>• All referrals into the OST programme are assessed meeting the specific guidelines supporting opioid substitution prescription, either for initiation or maintenance of medication management</li> <li>• Indicate likely or acceptable dose changes</li> <li>• Management of care is carried out in a safe and professional manner meeting core competencies of medical officers.</li> <li>• To provide professional leadership in clinical decision making</li> </ul>	<ul style="list-style-type: none"> <li>• The tangata whaiora / consumers understand the nature of the problem and intervention suggested / prescribed</li> <li>• That in consultation with other team members and the patient, a comprehensive treatment plan for the tangata whaiora / consumer is recommended.</li> <li>• That the Medical Officer demonstrates a positive attitude to the patient group so that tangata whaiora / consumers perceive that they have been treated with respect and courtesy</li> <li>• Co-existing disorders addressed in treatment plan.</li> <li>• Liaison with other health professional and appropriate outside agencies.</li> <li>• Strategies implemented to ensure safety of tangata whaiora / consumers and others</li> <li>• Details recorded on appropriate tangata whaiora / consumers files</li> <li>• Information given and explained</li> <li>• Results fed back to General Practitioner when consent given.</li> <li>• That controlled drug prescriptions are meticulously completed for all patients within an agreed time frame.</li> <li>• Input from consultant physician when needed.</li> </ul>

**Administration/Planning**

- Record Keeping

- Accurate case notes in client files
- Records up-to date.
- General Practitioner and other health professionals kept informed about a client's treatment.
- Attention to appropriate correspondence about client care.

**Assist in providing a safe environment which promotes health and healing**

- Tangata whaiora / consumers are treated with respect and their comfort, privacy and dignity is maintained.
- Medical oversight and clinical review of treatment planning ensure risk assessments and management plans are incorporated in the care planning process in consultation with case managers and the multi-disciplinary team.
- Knowledge of the Health and Disability code of consumer's rights is applied in practice
- Practice reflects knowledge in the application of the principles of the Treaty of Waitangi as they relate to mental health.
- Treatment outcomes are monitored through consultation and service users satisfaction surveys.
- Effective advocacy skills and relationship support service users, their family and caregivers.

**Supervision and Liaison**

- Attendance and participation in team meetings for the purpose of treatment planning
- Attendance and participation in group supervision for half a day at least twice yearly.
- Face-to-face supervision individually at least quarterly
- Telephone contact with consulting physician as needed.

- Meetings attended
- Supervision twice yearly occurs
- Input from consultation physician

***Act within legal  
boundaries of CareNZ***

- To work to the standard required under the Health Practitioners Competence Assurance Act 2003

- Ensure that all records are maintained accurately and in accordance with legislation and Pathways policies.
- Provide appropriate information in accordance with the Privacy Act and other relevant legislation and Pathways policy
- Ensure clinical practice is within appropriate legislation and Pathways Policies.
- Compliance with Code of Health and Disability Service's Consumers Rights.
- Practice and performance demonstrate knowledge and application of the principles of the Treaty of Waitangi
- Ensure own and staff's compliance with the Health and Safety in Employment Act and regulation and the Pathways Policy.
- Familiarise self with the requirements of the Approved Code of Practice for the Safe Use of Visual Display Units
- Practice demonstrates working knowledge and competent application of the Mental Health Act 1992 and subsequent amendments.

***Think and Act as One***

- Participate in creating a culture of think and act as one
- Actively participate in and contribute to national leadership forums and regional meetings
- Represent Pathways and the Wise Group in a professional manner at all times
- Provide positive and effective participation and collaboration with other parts of the Wise Group in the achievement of challenges
- Take responsibility for executing assigned tasks and projects in accordance with agreed performance standards

- The Wise Group based services feel connected to each other's work and each other
- You are highly regarded for your contribution nationally within the organisation
- The service continually repositions itself to meet perceived future need
- Projects and tasks are completed within agreed timeframes to agreed standards

***Be committed to safety and wellness in the workplace***

- Take responsibility for personal wellbeing and health management within the workplace
  - Comply with legal obligations and safety and wellbeing policies and procedures
  - Role model excellent safety and wellbeing practices by reporting identified **workplace incidents, near misses and/or hazards** through the safety and wellbeing system as per Wise Group safety and wellbeing policy and procedure
  - Be committed to safety and wellbeing by following the Wise Group roles and responsibilities table (located on The Well).
- Work practices are safe for self and others
  - Policies and procedures are understood and followed as designed
  - All safety and wellbeing reportable events are accurately reported within specified timeframes



# Accountabilities

<b>Authority</b>	<ul style="list-style-type: none"> <li>• Financial – Nil</li> <li>• Operational – Nil</li> </ul>
<b>Direct Reports</b>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>

# Know how

<b>Practical and Technical Knowledge</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Full registration as a medical practitioner in New Zealand with current annual practicing certificate and experience working in Addiction Services</li> <li>• Working knowledge of Microsoft Office suite</li> <li>• Knowledge of the Code of Health and Disability Services Consumers’ Rights</li> <li>• An understanding and commitment to the principles of recovery</li> </ul>	<p><b>Preferred</b></p> <ul style="list-style-type: none"> <li>• Fellowship of the Royal Australasian and New Zealand College of Psychiatrists</li> <li>• Postgraduate Qualification in Addictions</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience in alcohol and other drug assessment and treatment and knowledge of alcohol and other drug issues</li> <li>• Proven ability to working with community groups, agencies and other health professionals</li> <li>• Proven ability to be able to understand patient’s issues and to have credibility with the patient group.</li> <li>• Knowledge of and adherence to National Protocol for Methadone Treatment in New Zealand 1996</li> <li>• Evidence of experience in providing opioid substitution treatment</li> </ul>	<ul style="list-style-type: none"> <li>• A working knowledge of the Mental Health Act 1992</li> <li>• A working knowledge and understanding of integrated clinical pathways.</li> </ul>