

POSITION DESCRIPTION

| TITLE | |
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| Job Title | Nurse Practitioner |
| Service Location | Poutiri Trust |
| Reports to | General Manager - Kirsty Maxwell-Crawford |

| PURPOSE |
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| <p>Poutiri Trust is a kaupapa Māori charitable trust established in 1997 by Te Whānau Poutirirangiora ā Papa, a collective of kaumatua and kuia seeking to communicate and connect the Tiriti relationship and guarantees in health to the equitable treatment of Māori, with an overarching goal of improving the health status of Māori throughout the Bay of Plenty region.</p> <p>A new integrated Wellness Center began in January, based in Te Puke. In April, Poutiri Wellness Centre will also include a mobile service in the Western Bay of Plenty, prioritising Māori communities. This role is flexible at 3-5 days a week.</p> <p>The NP role will provide competent whānau centred, culturally responsive care that address individual and whānau health needs and promotes wellness to a defined population. The role requires professional leadership, advanced knowledge and clinical skills to provide high quality evidence-based primary care practice. The Nurse Practitioner provides a wide range of interventions including differential diagnoses, ordering, conducting and interpreting diagnostic and laboratory tests, and administering therapies for the management of potential or actual health needs.</p> |

| KEY TASKS | EXPECTED OUTCOMES |
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| NP | <p>Mahi toiora - Improve patient health by:</p> <ul style="list-style-type: none"> • Applies advanced nursing practice in the provision of health care services to kiritaki/patients and whānau care need • Delivers patient centred care operating within a nursing model of holistic practice • Establishes therapeutic relationships with patients that recognises the patient in context and respects cultural identity and lifestyle choices • Demonstrates complex decision making skills to support advanced practice identifying patients and whānau/families strengths and needs • Demonstrates advanced comprehensive patient health assessment skills and diagnostic decision making • Orders, conducts and interprets diagnostic and laboratory tests, and administers therapies for the management of potential or actual health needs • Consistently uses appropriate tests and investigations based upon the kiritaki/patient's clinical status to support clinical reasoning and evaluates measurable outcomes • Provides patients and families/whānau with appropriate clinical information to support informed decision making, uses appropriate language and style • Demonstrates competency with prescribing and regular medication reviews • Contributes to clinical leadership across Poutiri Wellness Centre • Facilitates collaboration between primary, community services and secondary care. <p>Mahi whanaungatanga - Maintain trust (professional relationship with patients and whānau) by:</p> <ul style="list-style-type: none"> • Understanding the impact of colonisation, privilege and power on health outcomes and engagement |

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| | <ul style="list-style-type: none"> • Actively hear and prioritise equitable whānau-centered care that incorporates whānau health needs and their health priorities • Understanding and implementing the Health and Disability Consumers Code of Rights, the Health Information Privacy Code, The Health Practitioners Competence Assurance Act and the NZMZ Code of Ethics • Normalise whānau participation and education • Providing services courteously and respectfully, with regard to the cultural beliefs and needs of patients and their whānau • Responding openly to complaints or feedback. <p>Mahi tahi - working collaboratively by:</p> <ul style="list-style-type: none"> • Working constructively and collegially with other members of the team to ensure whānau receive optimal care • Respectful of other disciplines' strengths, the value of community connectedness and Māori hauora priorities • Collaborating and providing cover to ensure patients' needs are met • Develop collaborative working relationships with community team, health services, BOPDHB, WBOPPHO, and non government public health providers, ACC and relevant non health agencies to help address intersectoral issues affecting the health of their enrolled populations • Establishing links with a range of primary and secondary health care providers and developing initiatives to enable patient centred, coordinated care that meets the needs of whānau. <p>Duty to protect patients and whānau</p> <ul style="list-style-type: none"> • Recognising when you are unwell or overburdened and taking action • Reporting as required by legislation when you believe patients or their families/whānau or the public are at significant risk • Consulting, supporting and if needed reporting, colleagues who you feel are not competent to practice. <p>Maintain good medical care and practice by:</p> <ul style="list-style-type: none"> • Maintaining professional knowledge and standards through continuing medical education, cultural safety education, academic education and personal professional development • Involvement in peer review activities • Participate in an annual performance appraisal and setting work and personal goals for the coming year with a written personal development plan (PDP) • Have a working knowledge of legislation that affect medical practice • Maintain a current resuscitation certification at Level 5 • Maintain PRDP. |
| Uphold Kaupapa Māori models of practice | <ul style="list-style-type: none"> • Improve outcomes with a specific focus on Māori; • Assist in improving Māori health and reducing health inequalities between Māori and non-Māori • Advance whānau ora and affirm positive Māori approaches that improve Māori health outcomes • Promote Māori services delivery systems that value health and social service integration as well as employing whānau centred interventions • Recognise service models that address the needs of whānau, hapū, iwi and Māori communities • Enhance physical, spiritual, mental and emotional health, giving whānau control over their own destinies. |
| Compliance with best practice | <ul style="list-style-type: none"> • Practice in accordance with relevant ethical codes • Recognition and reconciliation of conflicts among relevant codes and laws (seeks advice where appropriate) |

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| | <ul style="list-style-type: none"> • Application of explicit ethical decision-making processes to ethically complex situations • Knowledge of best practice guidelines in area of practice. |
| Technical skills | <ul style="list-style-type: none"> • Proficiency in the use of personal computers and related software applications required for the role (including MedTech32, Recordbase, Microsoft Word, Excel, Power Point) • Gather and compile data, information and prepare reports • General administrative planning skills, particularly in filing and systems management • Strong understanding of time management and presentation skills; • Ability to monitor, review and/or maintain quality improvement processes and standards • Skill in organising resources and establishing priorities. |
| Compliance | <ul style="list-style-type: none"> • Observe safe work practices and operating procedures and comply with relevant legislation and policies and procedures • Undertake personal practice review activities or audits to enhance practice • Participate in Poutiri based audits • Involvement in Poutiri accreditation activities and Cornerstone • Understand and implement safe work practices and operating procedures • Take appropriate action to ensure a safe healthy working environment for self and others • Demonstrating a working knowledge of Poutiri protocols and policies with regard to clinical practice • Reporting ‘events’ or untoward incidents as per professional standards and Poutiri policies • Completing ACC, insurance and other reports within 20 days of receipt • Sending referral letters within 10 days • Completing event/incident forms as per Poutiri policy • Completing tasks in a timely fashion, or delegating if absent. |
| Professionalism | <ul style="list-style-type: none"> • Contribute to an environment that nourishes the wairua of our people; • Staff are familiar with and practice appropriate cultural tikanga for different forms of care; • Familiarise and apply Te Pae Mahutonga in practice; • Proactively contributes to the realisation of Poutiri Trust’s vision and the attainment of strategic goals, including: <ul style="list-style-type: none"> - Commitment to health, wellness and fitness; - A repertoire of waiata for pōwhiri and other occasions is known by staff - Te Reo is freely used throughout the organisation - Cultural occasions are practiced appropriately. |

KNOWLEDGE, SKILLS AND ABILITIES

- Demonstrates the ability to practise medicine in a manner that whānau determines as being culturally safe, and to demonstrate ability to apply the Treaty of Waitangi to nursing practice
- Clinical competence
- Strong experience as a nurse practitioner
- Ability to work both autonomously and collaboratively
- Comfortable with computerised patient management systems
- Ability to build and maintain effective working relationships with a wide range of people including external stakeholders to facilitate the accomplishment of work goals
- Ability to be flexible and adapt behaviour to reflect diverse situations and people, and deal positively with difficult situations and people
- Exhibit well-developed communication skills that enable clear, relevant and appropriate presentation of ideas, opinions, views and recommendations
- Produce written communication that is clear, concise and logical, and of a high standard that is easily

understood by the reader and for Māori audiences and whānau

- Apply knowledge of policies and procedures and practical experience when developing solutions to field problems
- Know when to seek guidance from others on matters of operational policy and procedure
- Recognise and appropriately escalates issues for wider consideration
- Report writing skills, in particular risk assessment
- Self-Management/ Planning Skills
- Effectively manage time and workload, taking responsibility for learning and development, while maintaining a balance between work and personal life.
- Registration as a nurse practitioner in New Zealand.
- Maintaining a yearly Annual Practicing Certificate.

KEY RELATIONSHIPS

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| Internal | <ul style="list-style-type: none">• Poutiri Services |
| Community | <ul style="list-style-type: none">• Ngā hapū o Tapuika• Waitaha• Ngā Kura• Ngā Kohanga Reo• Whānau• Community organisations and agencies |
| External | <ul style="list-style-type: none">• WBOPPHO• Ministry of Health• BOPDHB• Pharmacies• ACC• MOH |