

## Position Description

Employment Agreement:	Senior Medical and Dental Officers Collective Agreement
Position Title:	<b>Consultant Psychiatrist General Adult</b>
Service & Directorate:	MHAID Southland region
Location:	Dunedin but working remotely for Southland Mental Health Services
Reports to:	Medical Director / Clinical Leader/Service Manager
Number of direct reports:	Nil
Date:	11/06/2025

### PURPOSE OF ROLE

Be responsible for providing a comprehensive psychiatric service to a high standard throughout for the Southland region. The Consultant Psychiatrist will take a team member role in maintaining and enhancing the existing services and is expected to assist in developing new services.

### Competencies

The following competencies apply to this position. The employee will be assessed against these as part of their annual performance and development review.

#### Organisational Competencies

<b>Customer Focus</b>	Is dedicated to meeting the expectations and requirements of internal and external stakeholders; gets first hand stakeholder information and uses it for improvements in products and services; acts with patients and their family/whanau in mind; establishes and maintains effective relationships with patients and colleagues and gains their trust and respect.
<b>Integrity and Trust</b>	Is widely trusted; is seen as a direct, truthful individual; can present the unvarnished truth in an appropriate and helpful manner; keeps confidences; admits mistakes; doesn't misrepresent him/herself for personal gain.
<b>Drive for Results</b>	Can be counted on to exceed goals successfully; Is constantly and consistently one of the top performers; very bottom line oriented; steadfastly pushes self and others for results.
<b>Managing Diversity</b>	Manages all kinds and classes of people equitably; deals effectively with all races, nationalities, cultures, disabilities, ages and both sexes; hires variety and diversity without regard to class; supports equal and fair treatment and opportunity for all.

#### Role Specific Competencies

<b>Decision Quality</b>	Makes good decisions (without considering how much time it takes) based upon a mixture of analysis, wisdom, experience, and judgment; most of his/her solutions and suggestions turn out to be correct and accurate when judged over time; sought out by others for advice and solutions.
<b>Dealing with Ambiguity</b>	Can effectively cope with change; can shift gears comfortably; can decide and act without having the total picture; isn't upset when things are up in the air; doesn't have to finish things before moving on; can comfortably handle risk and uncertainty.
<b>Building Effective Teams</b>	Blends people into teams when needed; creates strong morale and spirit in his/her team; shares wins and successes; fosters open dialogue; lets people finish and be responsible for

	their work; defines success in terms of the whole team; creates a feeling of belonging in the team.
<b>Interpersonal Savvy</b>	Relates well to all kinds of people—up, down, and sideways, inside and outside the organization; builds appropriate rapport; builds constructive and effective relationships; uses diplomacy and tact; can defuse even high-tension situations comfortably.

<b>KEY RELATIONSHIPS</b>	
<p><b>Internal</b></p> <p>General Manager MHAID  Nursing Director MHAID  Medical Director MHAID  Allied Health Director MHAID  Clinical Leader  Psychiatrists  Combined Services Manager, Southland  Team Managers MHAID  NGO's  Community Mental Health Team  Education and Training Co-ordinator (Mental Health)  Clinical Nurse Educator  Clinical Nurse Specialists  Nursing Staff  Medical Staff  Non-clinical Support Staff  Health New Zealand Clinical Services  Nursing Support Services  Other Health New Zealand Mental Health Services</p>	<p><b>External</b></p> <p>Consumers  Families  Community Groups  GPs and other primary health care providers</p>

## KNOWLEDGE, EXPERIENCE AND SKILLS REQUIRED

### Formal Qualifications

- Appointee will be a Special Medical Practitioner with the New Zealand Medical Council in Specialist Psychiatry.

### Specific Skills

- Appointee will have a personal commitment to high standards of medical practice and will have demonstrated capacity to work both autonomously and as a member of a multidisciplinary team.
- Appointee will have a strong commitment in continuing medical education, both in their role as a teacher and in their own professional development.
- Appointment will have a strong commitment to biculturalism.
- Appointee will be competent with using teams(video conferencing) and be able to travel across the district.

KEY ACCOUNTABILITIES	DELIVERABLES	EXAMPLE MEASURES
<p><b>THE CONSULTANT PSYCHIATRIST SHALL:</b></p>	<ul style="list-style-type: none"> <li>• Be responsible for the psychiatric assessment and care of clients/ Tangata Whaiora at Southland Hospital, Kew on a regular basis, during average routine hours and on a rostered basis outside average routine hours during the week, at the weekends and on public holidays.</li> <li>• Be familiar with appropriate modern techniques.</li> <li>• Continue to keep client/ Tangata Whaiora hospital stay to a minimum compatible with high standards of psychiatric care to be reviewed annually.</li> <li>• Provide early advice for those clients/ Tangata Whaiora referred for a Consultant Psychiatrist opinion by hospital specialist colleagues. He/She will also provide advice for General Practitioners and RMO's.</li> <li>• Ensure that any lawful instructions of the Clinical Leader, and in their absence the Service Manager, MHAID Service, are carried out in a prompt manner.</li> <li>• Keep informed of developments in the area pertinent to speciality and maintain own skills and knowledge of speciality to professional college guidelines.</li> </ul>	
<p><b>RESOURCE RESPONSIBILITY</b></p>	<ul style="list-style-type: none"> <li>• Be responsible for some clinical and educational management of the MHAID team and students.</li> <li>• Provide some clinical supervision and training within the multidisciplinary team, and to monitor and advise those staff under the direct guidance of the Medical Director.</li> <li>• Report promptly to the Clinical Leader any unusual incidents or occurrence, especially those which may give rise to complaints or legal action against Health New Zealand.</li> <li>• Ensure effective use of resources of staff and facilities, by the application of effective efficient and economical client/ Tangata Whaiora management techniques, including the use of technology.</li> <li>• Ensure that the standard of service provided is commensurate with Health New Zealand's intentions and business plan with cognisance of Health New Zealand's By-Laws, and MHAID Service's mission statement.</li> <li>• Provide speciality advice as requested by Health New Zealand.</li> <li>• Be aware and able to apply the provisions of the MHCCAT Act and its amendments and any tribunal Section 55 requests.</li> <li>• Promote awareness in the community of health promotion activities and disease prevention.</li> <li>• Participate fully in service development initiatives.</li> <li>• Support/ training opportunities for psychiatry in Southland</li> <li>• Attend and support Senior Medical Staff activities, eg weekly education sessions.</li> </ul>	

<b>DIRECT CLIENT/ TANGATA WHAIORA CONTACT</b>	<ul style="list-style-type: none"> <li>• Be on call as rostered, this could be 1 in 5 evenings and by AVL.</li> <li>• Carry out Ward rounds with multi-disciplinary team.</li> <li>• Provide services which respond to the needs of general adult psychiatric clients/ Tangata Whaiora, elderly clients/ Tangata Whaiora with psychiatric conditions.</li> <li>• Respond promptly to referrals from General Practitioners and from other Consultants within Health New Zealand Southern.</li> <li>• Provide when necessary medical support in inpatient/community to any part of Mental Health Services.</li> </ul>	
<b>INDIRECT CLIENT/ TANGATA WHAIORA WORK</b>	<ul style="list-style-type: none"> <li>• Carry out committal procedures as necessary, in accordance with the Compulsory Assessment &amp; Treatment Act 1992.</li> <li>• Be aware and able to apply the provisions of the MHCCAAT and its amendments, completed tribunal and Section 59 request.</li> <li>• Participate in in-service programme within MHAID Service and to the wider Health New Zealand community</li> <li>• Respond appropriately to requests for reports from other agencies.</li> </ul>	
<b>GENERAL ADMINISTRATION</b>	<ul style="list-style-type: none"> <li>• Liaise with the Clinical Leader and in their absence the Service Manager, MHAID.</li> <li>• Respond appropriately to complaints and other administrative tasks as requested, utilising established Health New Zealand - Southern process.</li> <li>• Liaise with Heads of Departments on common issues, attend and contribute to Health New Zealand-Southern meetings as requested/approved by the Clinical Director.</li> </ul>	
<b>CLINICAL SUPERVISION</b>	<ul style="list-style-type: none"> <li>• Ensure junior staff are adequately supervised including providing guidelines for the medical management of clients/ Tangata Whaiora to junior medical staff.</li> </ul>	
<b>SELF-EDUCATION</b>	<ul style="list-style-type: none"> <li>• Maintain up to date knowledge on international trends and developments relating to Psychiatric Medicine through appropriate journal reading.</li> <li>• Participate in regular clinical meetings with other members of both senior medical staff, and within case management Individual Treatment and Discharge/ Transfer Plan.</li> <li>• Take part in Health New Zealand – Southern credentialing processes as set out in the Credentialing Policy for Senior Medical staff.</li> <li>• Undertake individual continuing education to ensure all credentialing requirements are met and maintained.</li> <li>• Maintain records for the purpose of medical audit and attend audit meetings for the presentation of medical audit findings.</li> </ul>	

<b>RESEARCH</b>	<ul style="list-style-type: none"> <li>• Identify, develop, and support research initiatives which have relevance to Mental Health Services and Southland.</li> </ul>	
<b>CLINICAL REVIEW AND QUALITY ASSURANCE</b>	<ul style="list-style-type: none"> <li>• Review with Health New Zealand-Southern Quality initiatives which may be pertinent to the Speciality.</li> <li>• Take part in Health New Zealand- Southern’s credentialing processes as set out in the Credentialing Policy for Senior Medical staff.</li> <li>• Undertake the duties of a consultant psychiatrist with particular emphasis on providing services within an integrated model of service delivery that includes inpatient, community and urgent services.</li> <li>• Provide to clients/ Tangata Whaiora a safe competent and respectful service in the management of their conditions according to their clinical priority and carry a full case load of clients.</li> <li>• Actively participate in processes regulating performance and accountability which will include accreditation, quality measures, medical audit and medical peer review.</li> <li>• Develop and support quality initiatives around, for example, clinical audit, case review and outcome measurement.</li> <li>• Assist with the establishment, maintenance and participate in quality initiatives, in consultation with the Combined Services Manager, Quality and Medical Director.</li> </ul>	
<b>TREATY OF WAITANGI</b>	<ul style="list-style-type: none"> <li>• Health New Zealand-Southern is committed to its obligations under the Treaty of Waitangi. As an employee you are required to give effect to the principles of the Treaty of Waitangi - Partnership, Participation and Protection.</li> </ul>	
<b>HEALTH AND SAFETY</b>	<ul style="list-style-type: none"> <li>• Foster and support commitment to achieving the highest level of health and safety, including identification and reporting of all hazards, assistance in resolving issues that may cause harm to staff, and always working safely.</li> </ul>	
<b>QUALITY AND PERFORMANCE</b>	<ul style="list-style-type: none"> <li>• Maintain professional and organisational quality standards.</li> <li>• Ensure delivered work is planned, delivered, and implemented consistently against quality standards.</li> <li>• Continuously identify improvement opportunities to perform job in most effective manner.</li> <li>• Investigate opportunities to achieve goals in a more efficient way.</li> </ul>	<p>Performance is in alignment with HR quality audit standards, organisational requirements, and professional standards.</p>

**CHANGES TO POSITION DESCRIPTION**

From time to time it may be necessary to consider changes to the position description in response to the changing nature of our work environment – including technological requirements or statutory changes. This Position Description may be reviewed as part of the preparation for your annual performance and development review.

Acknowledged / Accepted:

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Employee

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Date

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Manager

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Date