Position Description

POSITION: Specialist Radiation Oncologist
SERVICE: Blood, Cancer and Palliative Care Service
Directorate: Medicine, Cancer and Community
RESPONSIBLE TO: Clinical Leader, Radiation Oncology

MISSION:
“Together, Improve the Health and Independence of the People of the District”

VALUES:
Innovation
Action
A focus on People and Patients
Living the Treaty
Professionalism (Leadership, Honesty, Integrity & Collaboration)
Excellence (Effectiveness/ Efficiency)
Background

The Capital and Coast District Health Board (C&CD HB) covers a region extending from Wellington to Otaki. It comprises key delivery arms in primary, secondary and tertiary health. Hospital and Health Services (HHS) is primarily responsible for the hospital and health services delivered via a new Wellington Regional Hospital (opened in March 2009); a secondary and community facility at Kenepuru; a Forensic, Rehabilitation and Intellectual Disability Hospital at Ratonga Rua-o-Porirua; and Kapiti Community Hospital. The total operating budget for the provider arm is approximately $570M.

There is an ongoing change programme begun in 2008 to resolve HHS performance with a target of achieving performance in the top five District Health Boards and a break even operating result.

We are focused on improving the health of our local people, families and communities – and reducing inequalities within our population. To support this we will ensure:

- integrated delivery of services backed by sound infrastructure
- financial and clinical viability of services, facilities and support
- a “culture” that supports health improvement and addresses disability needs locally and across our region
- the development of clinical leadership
- regional collaboration

Priorities in the current year for HHS are:

- achieving an activity-led financial recovery
- becoming an employer of choice
- devolution of authority and decision-making

Wellington Blood and Cancer Service

The Wellington Blood and Cancer Service is based at Wellington Hospital. The Cancer Service incorporates the four specialties of Medical Oncology, Radiation Oncology, Clinical Haematology, and Palliative care into an integrated regional and supra-regional inpatient and outpatient cancer service. Patients reside in the Wellington, Hutt Valley, Wairarapa, Kapiti Coast and Nelson Marlborough regions. Supra-regional services extending beyond these boundaries cover the Mid-Central region. Outreach consultation services are provided at Masterton and Wairau hospitals. Clinics are also held at Kenepuru Hospital, Hutt Hospital and Nelson and Blenheim.

Wellington’s largely out-patient based unit has a busy day-ward in addition to in-patient facilities and works as an integrated unit with haematology, medical oncology and palliative care. Radiation Oncology sees over 1200 new patients per annum (2010). The unit is a Varian based unit with 3 Linacs, in addition to HDR and a skin unit, supported by a wide-bore CT. The HDR unit is in the HDR suite which has an advanced procedure room to allow insertion under anaesthesia within the department. Wellington is a training facility for oncology registrars, medical physicists
and radiation therapists. There is a research unit in the department to support a wide-range of local, national and international studies.

Tertiary level specialty clinics include (multi-disciplinary):
- Gynaecology clinic
- Head and Neck clinic
- Skin clinic
- Haemophilia clinic: Wellington and Nelson
- Melanoma Clinic

Multidisciplinary meetings
- Breast
- Upper GI
  Lower GI
- GU
  Gynaec-oncology
    Melanoma
    Thyroid
    Lymphoma
- Paediatric Oncology
- Neuro-endocrine
- Thoracic Malignancy

WBCC is supported by the various specialist services available at Wellington or Hutt Hospitals including plastic surgery, cardiothoracic surgery, paediatric surgery, neuro-surgery, and gynae-oncology. Radiology facilities include on site MRI and CT scanning and access to nearby PET/CT facility.
Purpose

The incumbent shall carry out the duties of a Radiation Oncologist providing quality care to patients, ensuring that the services provision is provided in an, efficient and cost-effective manner.

Relationships

Internal:
- Patients
- Consultants in department and external to WBCC
- Junior Medical Staff
- Allied Health Professionals – in particular Radiation Therapists and Medical Physicists
- Nursing Staff
- Administrative Staff
- Management Staff

External:
- GP’s
- Clinical staff from other HHS’s
- Appropriate Community Agencies
- Professional Bodies
- Ministry of Health

Qualifications

- Be fully qualified to practice in the speciality of Radiation Oncology.
- Be a Fellow of the Royal Australian & New Zealand College of Radiologists (Faculty of Radiation Oncology) or be suitable for vocational registration with the Medical Council of New Zealand in the speciality of Radiation Oncology.
- Current practising certificate from Medical Council of New Zealand
- Current International or New Zealand Drivers Licence (strongly desired)

Other Requirements

- To be registered with NRL, have medical insurance and comply with CPD requirements of the Medical Council of NZ (which accepts RANZCR CPD programme)
Experience

**Essential:**
- Clinical Radiation Oncology experience
- Experience of 3D Planning

**Desirable:**
- Stereotactic radiation therapy
- Experience of protocol management
- Clinical Research experience
Skills

Essential:

- Ability to assess a patient and deliver high quality oncologic care appropriate for an individual patient.
- Ability to keep practice current within international standards
- Ability to work with and oversee and train junior staff.
- Ability to work within a multidisciplinary team.
- Ability to work within departmental policies and practices.
- Conduct a safe practice.
- Be familiar with the requirements for trial participation and support research
- Demonstrates team leadership skills and the ability to motivate people.
- Interpersonal skills include sensitivity to issues of others.
- Communication Skills – both orally and in writing. Documentation skills – to maintain an understandable record of intention and events to enable continuity of care
- Personal organisational skills – structures, organised and methodical, making good use of time.
- Ability to prioritise activities and needs.
- Able to cope with stressors of work such as the pressure and frustration arising form competing demands.
- Self motivated – has energy, drive and enthusiasm, and shows initiative and a willingness to work hard.
- Self insight and integrity – realistic confidence in one’s knowledge and achievements, fundamental honesty to oneself and others.
- Collegiality: willing to support other departmental members or team members for a sustainable service.
- Culturally safe
- Professional demeanour
- Sense of humour.
# Accountabilities

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<th>Accountabilities</th>
<th>Performance Indicators</th>
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| • Ensure patients receive radiation and oncology care and support and get the best possible health outcome. | Responsible for:
|                                                                                   | Assessment investigation and treatment of patients.                                     |
|                                                                                   | Admission and discharge of own patients – through care of registrar/MOSS               |
|                                                                                   | The employee shall share in the care of patients admitted to Oncology treatment and Palliative Care. He/she shall undertake all necessary ward rounds and direct the assessment, investigation and treatment appropriate to each patient and shall be responsible for the admissions and discharges, albeit through a registrar/MOSS. Clinical services shall be specialist led. |
|                                                                                   | Review clinical decisions of junior medical staff and is responsible for the ratification and/or modification of orders as appropriate. |
|                                                                                   | Carry out treatment, utilising appropriate treatment methods, as new techniques are developed. |
|                                                                                   | Work to improve efficiencies within the service as a whole.                            |
|                                                                                   | The employee will review the patients with his/her junior medical staff on a regular basis, when on site, and provide ward rounds as defined in the schedule titled weekly timetable, in negotiation with the Oncology Team. |
|                                                                                   | Patients will be managed where possible and appropriate, as outpatients or day stay patients. Inpatients are to be managed under the direct clinical responsibility of the employee or on a consultative basis with or for other specialist groups. In partnership with the other members of the team, ensure that patients receive care that is integrated, appropriate and cost effective. |
Undertake all necessary rounds and patient reviews and follows up care

Conduct outpatient clinics for the purpose of assessing new referrals and following up existing radiation oncology patients. Document assessment, intentions, treatment and outcome.

Participate in on-call rosters for Radiation Oncology Services assuring responsibility of Oncology Clients.

Is responsible for liaising with roster on call co-ordinator with respect to availability to do call. If acutely unwell or in emergency/acute situation will notify responsible member of dept. to arrange for cover for on call as well as for routine care.

Is responsible for co-ordinating leave with other members of team to provide least disruption to service.

Is responsible for handing over care appropriately during leave.

Any change must be notified to the Clinical Unit Leader/Manager immediately.

Is available by phone or tele-pager for consultation within 30 min and in person consultation within 2 hours when on-call

Ensure that protocols and policies relating to the clinical management of their patients are developed and utilised.

Keep GP’s informed of patient’s progress.

Be a Radiation Oncology clinical expert.

Utilises and complies with Capital & Coast District Health Board (CCDHB) clinical pathways, protocols and procedures.

Comply with requirements of the Medical Council of New Zealand, the Australian and New Zealand College of Radiology (if applicable) and the Office of Radiation Safety
| **Continuous Quality Improvement** | Acknowledges individual difference and needs of patients and their, including the right and requirement to give informed consent, the Code of Rights and Privacy Act.  
| | Ensure that the patient and their authorised representative are kept informed of the patient's current condition, the treatment being received, the overall plan and the expected outcome of their illness.  
| Actively contribute to Continuous Quality Improvement activities within the service. | Regularly reviews own/department/MDT protocols to keep practice current with international standards  
| | Maximises continuing medical education opportunities.  
| | Identifies improvement opportunities and notifies the manager / Clinical Leader of these.  
| | Participates in the service’s quality improvement and audit activities.  
| | Provides good patient/client service and is responsive to patient/client requests or complaints.  
<p>| | Complies with standards and works to improve patient/client satisfaction. |</p>
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<th><strong>Risk Minimisation</strong></th>
<th><strong>Health and Safety</strong></th>
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<td>Actively contributes to risk minimisation activities within the service.</td>
<td>Complies with responsibilities under the Health &amp; Safety in Employment Act 1992</td>
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<td>Identifies risks and notifies the manager/Clinical Leader of these.</td>
<td>Has read and understood health and safety policy and procedures.</td>
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<td>Participates in the service’s risk minimisation activities.</td>
<td>Follows the National Radiation Laboratory (NRL) standards.</td>
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<td>Complies with C&amp;C DHB Reportable Events policy and other policies and procedures.</td>
<td>Actively supports and complies with health and safety policy and procedures.</td>
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<td>Participates in audits.</td>
<td>Uses protective clothing and equipment.</td>
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<td>Actively participates in the hazard management and identification process.</td>
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<td>Proactively reports and remedies any unsafe work condition, accident or injury.</td>
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### Competencies

**Commitment to Health and Independence Improvement Goals**
- Is committed to the values and goals of C&C DHB.
- Is committed to continuous learning and performance development.
- Encourages the development of all team members.

**Teamwork**
- Develops and maintains positive relationships and works in partnership with other team members.
- Shares knowledge and works cohesively with the team.
Innovation
- Is innovative in the utilisation of improved technology for the delivery of better treatment
- For more efficient service or treatment delivery
- Is proactive and motivated and responds positively to new challenges and opportunities.

Partnership with Maori
- Understands the Principles of Te Tiriti o Waitangi and how these apply within the context of health service provision.
- Applies the notion of partnership and participation with Maori within the workplace and the wider community.
- Promotes and participates in targeted Maori health initiatives by which Maori health gains can be achieved.
- Implements strategies that are responsive to the health needs of Maori.

C&C DHB may change the position description with the agreement of the position holder as the needs of the business change.

Approved by_____________________ Signed_____________________
(please print name)

Date_______________________