



Position Description

Position:	General Practitioner
Location:	Invercargill
FTE	1.0
Reports To:	Practice Network Manager
Responsible For:	n/a

Overview

WellSouth Primary Health Network has responsibility for the provision of primary health services to approximately 280,000 enrolled patients in Otago and Southland, and contracts with Southern DHB and a number of other health funders. WellSouth is constituted as a charitable trust with a Board of 10 Trustees.

WellSouth works with health care clinicians, health care providers, Iwi and local communities to:

- Coordinate the delivery of regionally consistent high value primary care health services care across Otago and Southland that deliver real benefits to patients and the community through a range of evidence based and clinically proven health programmes.
- Improve access to primary health care for the community.
- Encourage people to take responsibility for their own health.

WellSouth has offices in Alexandra, Invercargill and Dunedin.

Position Purpose

To provide personal, family, whanau and community orientated comprehensive primary care medical services to individuals. As part of the general practice team he/she is responsible for providing patient-centred, culturally appropriate, and individual holistic care to the Southland population.

The GP will work closely with other GP practices in the region to provide clinical guidance, assistance education and support.

Relationships

Reports to:
Practice Network Manager

Internal Relationships:
Practice Network Managers
GP Practices
Other WellSouth Clinical staff

Position Description

External Relationships:

Patients

Other health professional

Treaty of Waitangi

WellSouth 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.

Health and Safety

WellSouth is committed to achieving the highest level of health and safety for its staff. All employees are expected to take initiative and identify, report and resolve issues that may cause harm to themselves or others in the organization. As an employee of WellSouth, the health and safety of clients and colleagues, as well as your own, are your responsibility. You are expected to work safely at all times, and to actively participate in health and safety programs in your area. It is expected that you will report all accidents or potential hazards to your manager.

Key Tasks and Accountabilities

The table below provides an overview of the key responsibilities for this position in the form of deliverables and expected outcomes. The deliverables outlined are included in, but not limited to the role.

KEY TASKS/ACCOUNTABILITIES	PERFORMANCE INDICATORS
Clinical Practice Restoring Health Provide Primary Care Services as follows: <ul style="list-style-type: none">▪ Urgent medical and nursing services (including resuscitation, stabilization and assessment and diagnosis, treatment and referral as necessary);▪ Assess the urgency and severity of presenting problems through history taking, examination and investigation.▪ Recommending and, where appropriate, undertaking treatment options and carrying out/referring for appropriate interventions and procedures, including but not limited to prescribing, minor surgery and other general practice procedures, counselling, psychological interventions, advising and education.▪ Referral for diagnostic, therapeutic and support services as required.▪	To be agreed
Maintaining Health Provide timely clinical and culturally appropriate health services through -	To be agreed

Position Description

<ul style="list-style-type: none"> ▪ Ongoing health and development assessment and advice. ▪ Appropriate evidence based screening, risk assessment and early detection of illness, disease and disability. ▪ Use of recall and reminder systems and referral, as appropriate, to national screening programmes. ▪ Interventions to assist people to reduce or change risky and harmful lifestyle behaviour. ▪ Family planning services, provision of contraceptive advice and sexual health services. ▪ Ensure Immunisation programmes are available to the practice population. ▪ Working with public health providers in the prevention and control of communicable diseases for individuals and families/whanau and reporting to relevant public health providers. ▪ Ongoing care and support for people with chronic and terminal conditions to reduce deterioration, increase independence and reduce suffering linking, where relevant, with appropriate service providers. ▪ 	
<p>Coordinating Care In particular –</p> <ul style="list-style-type: none"> ▪ Co-ordinating an individual's rehabilitation process and participating where appropriate in providing recovery orientated services to restore normal functioning; ▪ Developing collaborative working relationships with community health services, DHB and non-Government public health providers, ACC and relevant non-health agencies to help to 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 centric, co-ordinated care that meets the needs of individuals, their family or whanau. 	To be agreed
<p>Improving Health Improve patient health through –</p> <ul style="list-style-type: none"> ▪ Health promotion to the practices' enrolled population, linking to public health programmes at a national, regional and local 	To be agreed

Position Description

<p>level and utilizing such programmes to target specific populations.</p> <ul style="list-style-type: none"> ▪ Health education, counselling and information provision about how to improve health and prevent disease and interventions or treatments that treat risk factors. 	
<p>Quality</p> <ul style="list-style-type: none"> ▪ Clinical notes ▪ Continuing Medical Education ▪ Peer Review ▪ Audit 	<ul style="list-style-type: none"> ▪ All patient consultations must be accurately recorded in the clinical patient notes within 24 hours of seeing the patient. ▪ Ongoing CME is maintained at least at the level required to maintain ongoing accreditation through the maintenance of professional standards of the RNZCGP. ▪ Attendance at regular peer review meetings in accordance with the guidelines of the RNZCGP. ▪ Participation in clinical audit as required by RNZCGP or other clinical indication. Participate in the Significant Event Management process in place in the practice. ▪ Participate in practice accreditation or other quality improvement systems.
<p>Compliance Complaints</p> <p>Privacy Act</p>	<ul style="list-style-type: none"> ▪ All complaints to be referred to the Practice Manager in the first instance. If unresolved then deal with the Health & Disability Commission. ▪ Total confidentiality and privacy of patients is maintained.
<ul style="list-style-type: none"> ▪ Health and Safety 	<ul style="list-style-type: none"> ▪ Observes the practices of safe work methods as set out in the WellSouth PHN's Health and Safety manual. ▪ Ensures appropriate reporting of hazards and unsafe events.
<ul style="list-style-type: none"> ▪ Adhere to all WellSouth policies and procedures 	<ul style="list-style-type: none"> ▪ All WellSouth policies and procedures are adhered to

Position Description

Person Specification

	Essential	Desirable
Treaty of Waitangi Responsiveness (cultural safety)	<ul style="list-style-type: none"> ▪ Awareness and understanding of the implications of the Treaty of Waitangi 	
Qualifications (eg, tertiary, professional)	<ul style="list-style-type: none"> • Registered General Practitioner or eligible for registration 	
Personal Attributes	<ul style="list-style-type: none"> • Teamwork and outcomes focus. • Determination and enthusiasm. • Commands respect from peers. • Understanding of primary health sector and GP practices. • Commitment to patients and community. 	
Business / Technical Skills (e.g., computing, negotiating, leadership, project management)	<ul style="list-style-type: none"> • Able to foresee and provide resolution for clinical problems and issues in the GP practices. • Highly developed relationship skills and able to build rapport with patients 	