

## POSITION DESCRIPTION

<b>EMPLOYEE:</b>	
<b>POSITION:</b>	Consultant Radiologist
<b>RESPONSIBLE TO:</b>	Clinical Support Service Manager, (Operational) HOD, Radiology Services CMO (Professional)
<b>LOCATION:</b>	Rotorua & Taupo
<b>FUNCTIONAL RELATIONSHIPS:</b>	Consultant Radiologists Radiology Registrars Grade MRTs/ Staff MRTs/ Student MRTs Lakes DHB Clinicians Nurses Management Administration Staff Service Personnel Attendants Other Hospital Staff Medical students
<b>FINANCIAL DELEGATIONS:</b>	N/A
<b>DATE:</b>	2019

### (a) Section one

Radiology Services provide diagnostic and interventional services at Rotorua Hospital and a diagnostic service at Taupo Hospital.

The services are provided to inpatients, outpatients and the primary sector. The range of services offered includes:

#### Rotorua Hospital

- General radiography
- Fluoroscopy/ interventional procedures
- Ultrasound
- Computerised Tomography (CT)
- Magnetic Resonance Imaging (MRI)

#### Taupo Hospital

- General radiography

Both departments provide a 24 hour seven day a week service covered by a combination of daytime shifts, urgent on-call and some external off site reporting.

The Radiology service performs between 54,000 and 58,000 examinations per year.

### **Summary of On-Call Duties**

The Radiologist will participate equally with other employed Radiologist colleagues in an on call roster for out of hours work at Rotorua Hospital. This is a first call roster currently with limited support from resident medical officers (Radiology Registrar).

The frequency of call will depend on the availability of other employed Radiologists but will not exceed a 1:4 commitment. Should there be a need to reduce below a 1:4, this can only occur through mutual agreement with the affected staff. This should only occur in cases of extreme staff shortages, and the DHB should endeavour to remedy the situation as promptly and as practically possible.

On call hours are: Monday to Friday 1700 – 2200 hours

Saturday, Sunday and Public Holidays 0800 – 1700 hours.

Outside of the above hours, off site reporting is provided via an external contractor with IANZ or equivalent accreditation for any urgent CT after 2000 hours.

While on call the Radiologist will be available by telephone to consult with hospital medical staff regarding the emergency care of their patients. The Radiologist must be prepared to reach the hospital with 20 minutes when required, perform emergency imaging studies. However, certain CT studies may be appropriately read from home, if the Radiologist has an appropriate computer/workstation and internet connection. The Radiologists agree to provide on-site general x-ray reporting on Saturday, Sunday and Public Holidays, in addition to providing urgent CT and Ultrasound examinations.

The DHB undertake to support the deployment of remote access computer facilities to enable Radiologists to perform some urgent on-call duties. The individual Radiologist will supply their own PC and internet connection in their place of residents if electing to report urgent on-call examinations from that place of residents.

### **Variation**

Job descriptions shall be varied from time to time to record any agreed changes to rosters and staffing levels.

### **(b) Section Two**

The appointee is required to undertake clinical responsibilities and to conduct themselves in all matters relating to their employment, in accordance with the best practice and relevant ethical and professional standards and guidelines, as determined from time to time by;

- The New Zealand Medical Association
- The Royal Australian and New Zealand College of Radiologists
- The New Zealand Medical Council
- The National Radiation Laboratory

- The Health and Disability Commissioner, and
- The employer's policies and procedures except to the extent that they may be inconsistent with any other provision of this Agreement.

**(c) Section Three**

**Clinical Duties: (Non-exhaustive list of duties)**

1. Provide effective, efficient and professional clinical Radiology services to LDHB patients	<ul style="list-style-type: none"> <li>▪ General reporting</li> <li>▪ Fluoroscopic procedures and reporting</li> <li>▪ Ultrasound procedures and reporting</li> <li>▪ CT procedures and reporting</li> <li>▪ MRI procedures and reporting</li> <li>▪ Interventional procedures and reporting – if appropriately credentialed</li> </ul>
2. Clinical Meetings	<ul style="list-style-type: none"> <li>▪ Participation in the provision of the weekly/ fortnightly/ monthly clinical meetings with Medical staff and meetings within the radiology department</li> </ul>
3. Consultations with Medical staff	<ul style="list-style-type: none"> <li>▪ Provide appropriate consultations with Medical staff, as required</li> </ul>
4. Administrative functions	<ul style="list-style-type: none"> <li>▪ Adherence to Medical &amp; Administrative policies</li> <li>▪ Will demonstrate responsible &amp; effective use of resources</li> <li>▪ Preparation of Coroners, Police, ACC, HDC and similar reports</li> </ul>
5. Clinical Leadership	<ul style="list-style-type: none"> <li>▪ Provide appropriate clinical leadership to all members of the Radiology Team</li> </ul>

**(d) Section Four**

**Non-Clinical Duties: (Non-exhaustive list of duties)**

1. Recertification and Quality Improvement	<ul style="list-style-type: none"> <li>▪ Clinical Audit</li> <li>▪ Peer Review of Performance annually</li> <li>▪ Formal Evaluation of Peer Performance</li> <li>▪ Multidisciplinary Case Meetings with Feedback</li> <li>▪ Quality Improvement Activities</li> </ul>
2. Professional & Clinical Governance	<ul style="list-style-type: none"> <li>▪ Participation in College Governance</li> <li>▪ Participation in other Clinical Governance Activities</li> <li>▪ Risk management Activities</li> <li>▪ Complaint Management Activities</li> <li>▪ Service Accreditation Activities</li> <li>▪ Service Governance Activities</li> <li>▪ Clinical Directorate Management Activities</li> </ul>
3. Education	<ul style="list-style-type: none"> <li>▪ Teaching of Trainee Interns and Registrar(s)</li> <li>▪ Supervision of Trainee Interns &amp; Registrar(s)</li> <li>▪ Supervision of Overseas Trained Doctors (IMGs)</li> <li>▪ Examining and Lecturing</li> </ul>
4. Self Directed Learning	<ul style="list-style-type: none"> <li>▪ Formal Post Graduate Study</li> <li>▪ Self Directed Learning</li> <li>▪ Web or Video based Learning</li> <li>▪ Journal Reading</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Reflective Diary</li> </ul>
5. Radiology Research	<ul style="list-style-type: none"> <li>▪ Reviewer</li> <li>▪ Participation</li> <li>▪ Planning meetings</li> </ul>
6. Publications & Presentations	<ul style="list-style-type: none"> <li>▪ Articles in Peer Review Journals</li> <li>▪ Books and Chapters</li> <li>▪ Presentations at Meetings</li> </ul>
7. Conference & Meetings	<ul style="list-style-type: none"> <li>▪ RANZCR &amp; Related Clinical Meetings</li> <li>▪ Meetings of Affiliated Aust/NZ Special Interest Groups &amp; Societies</li> <li>▪ Major International Radiology Conferences</li> <li>▪ Imaging Conferences</li> <li>▪ Practical Skills Workshops</li> <li>▪ Convening of Meetings</li> </ul>

## (f) Section Five

### KPIs

- Report turnaround times as per S-RAD-RADDOC-QUALITY.016 "X-Ray Requests and Reports"
- Volume outputs as per agreed Radiologist Workload Volume of 41,754 RU per Radiologist, per annum, (reviewed annually).
- Non-clinical activities providing an annual education plan as part of the annual credentialing process and participating in at least one departmental clinical audit activity per year.

## (g) Section Six

### Quality & Risk

Patient safety is paramount to the service we deliver at Lakes District Health Board. This is achieved in a clinical governance framework identifying and managing risk and opportunities to improve.

#### Expected Outcomes:

- Proactively encourage all staff and lead by example implementing a culture of continuous quality.
- Identify all risks that will prevent Lakes DHB from achieving their goals.
- Report and manage risks appropriately.
- Put the patient at the centre of all improvement.
- Use the lean methodology when appropriate for all improvements.
- Promote Certification and Accreditation by using the EQUiP program where appropriate to showcase quality.

### Health & Safety

Each individual is responsible for ensuring the safety of themselves, their colleagues, patients and their visitors and to comply with all organisational health and safety policies, procedures and guidelines. Managers must assist and ensure that procedures to manage Health and Safety risks are developed and implemented.

#### Expected Outcomes:

- Implementation and reinforcement of a proactive healthy work place culture which reflects current Lakes DHB tertiary accreditation status and relevant Lakes DHB and legislative requirements.
- Healthy lifestyles are actively promoted and participated in, within the work area.
- Employees participate in Health and Safety within areas of work.

- Health and Safety activities are appropriately documented within specified timeframes.
- Any opportunities for improving Health and Safety are reported and acted upon in a timely manner.
- All near misses/incident/accidents are reported to the appropriate line manager within 24 hours.

### Maori Health

Maori philosophies and values of health are reflected in work practice.

Expected Outcomes:

- Relationships are established and maintained with Te Huinga Takiora Maori in the planning and delivery of services.
- Demonstrates knowledge of, and practices in a manner that is consistent with, the Treaty of Waitangi in the provision of health care services and support to Maori clients and their whanau.
- Assists in the facilitation of safe services to Maori, including access to Maori treatment options and involvement of whanau in planning and delivery of care.
- Recognises and facilitates the rights of Maori clients and their whanau to participate in cultural activities.
- Has a working knowledge of the Lakes DHB Maori communities

### PERSON SPECIFICATION

- **Openness** - The person must have a natural, open manner and a level of self confidence which helps generate trust and good working relationships.
- **Innovative** - To succeed, Lakes DHB needs people that are prepared to be innovative and prepared to push the boundaries by trying new initiatives.
- **Fairness** - The successful person must demonstrate a natural inclination to be fair with all parties they deal with. This recognises that a successful sustainable team will be created by ensuring relationships are built and strengthened by dealing with people on a win; win basis.
- **Commitment** - The person must have an absolute commitment to make a difference and to achieve the objectives set for the company. The drive and commitment to make a difference is an essential attribute in an environment resistant to change

### POSITION SPECIFICATION:

#### ESSENTIAL:

- Vocational registration or eligible for vocational registration as a Radiologist with the New Zealand Medical Council
- Fellowship of, or educational affiliation to, the Royal Australian and New Zealand College of Radiologists
- General Radiological Skills
- Provide a positive role model for staff and have good organisational and time management skills
- Professional and considerate attitude towards patients and staff.
- Effective written and verbal communication skills
- Good organisational ability
- Flexible approach

#### DESIRABLE:



- Personal computer skills
- Subspecialty skills and interest
- Practical MRI experience

**This position description will be reviewed on a regular basis as part of the Annual Performance Appraisal.**

**Signatures:**

Line Manager:  
(position description approved):

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Employee:  
(acceptance of position description):

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*(Please also initial all other pages to show acceptance of position description.)*

## ABOUT LAKES DISTRICT HEALTH BOARD

At Lakes District Health Board we place the highest of value on the people of our community, including employees and patients, and as such all staff are expected to play a part in the creation and promotion of an environment which lives the following vision, mission and values:

### VISION

Healthy Communities – Mauriora! In this vision Mauriora refers to the Mauri - being the life essence and the source of well being, and ora - describing the state of wellness.

### MISSION

- Improve health for all
- Maximise independence for people with disabilities
- With tangata whenua, support a focus on health

### VALUES

Lakes DHB has three core values:

1. **Manaakitanga** *Respect and acknowledgement of each other's intrinsic value and contribution*
2. **Integrity** *Truthfully and consistently acting collectively for the common good*
3. **Accountability** *Collective and individual ownership for clinical and financial outcomes and sustainability*

### Treaty of Waitangi

Lakes DHB embraces the three principles of the Treaty of Waitangi. In practical terms this means:

- Partnership; working together with iwi, hapu, whanau and Maori communities to develop strategies for improving the health status of Maori.
- Participation; involving Maori at all levels of the sector in planning, development and delivery of health and disability services that are put in place to improve the health status of Maori.
- Protection; ensuring Maori wellbeing is protected and improved as well as safeguarding Maori cultural concepts values and practices.

Lakes DHB is committed within the framework of the New Zealand Public Health and Disability Act (2000) to supporting the Crown in its Treaty relationship.

### ORGANISATION STRUCTURE

