



ST GEORGE'S
CANCER CARE CENTRE

Key Areas of Accountability

Area of Accountability	Expected Results
<p>Professional Practice</p> <p>To ensure a safe clinical environment for patients, staff and visitors</p>	<ul style="list-style-type: none"> • Provides physiotherapy care and treatment in accordance with professional boundaries and guidelines • Takes responsibility for maintaining skills, knowledge and competencies as per hospital policies and procedures. • Provides, facilitates, advocates and evaluates physiotherapy care that is evidence-based and is responsive to patient needs. • Maintains clear and accurate records ensuring compliance with the documentation requirements of the organisation. • Ensures appropriate communication of patient health assessment information. • Respects privacy, confidentiality of patients, staff and consultants. • Uses Information Technology as required with relevant training (Microsoft Word, Microsoft Outlook and the relevant Patient Management Systems such as MOSAIQ). • Establishes and maintains a therapeutic relationship with patients / family / whanau / caregivers and relevant others. • Encourages patient autonomy, self-determination and management.
<p>Leadership, Interpersonal Relationships/Teamwork</p> <p>To ensure effective teamwork, communicate effectively with patients, colleagues, other health professionals and the public.</p>	<ul style="list-style-type: none"> • Develops and sustains positive internal and external relationships, through communication and consultation. • Ensures an environment that fosters communication and teamwork and collegial support to all Encompass staff and the broader community. • Appreciates and respects the contribution of others within the team. • Contributes positively to the goals of the team and the organisation. • Promotes a culture of professional development by engaging with staff and initiating strategies to promote professional growth whilst recognising individual abilities and organisational needs. • Communicates honestly and openly with team members. • Mentors, coaches, acknowledges, empowers and challenges staff. • Respects and supports staff when they make ethical decisions. • Ensures all communication reflects:-an ability to support and guide people experiencing loss or grief or increasing dependence • Interprets and adheres to lines of authority and uses proper channels of communication. • Accepts and effects constructive change and/or criticism.
<p>Professional development</p> <p>To maintain a high level of professional development</p>	<ul style="list-style-type: none"> • Maintains and enhances current knowledge and skill base. • Participates in an annual performance appraisal and the setting of performance objectives. • Undertakes responsibility for meeting all the mandatory requirements of the Professional body and the Organisation. • Fosters an environment conducive to learning, enquiry and research. • Maintains an excellent knowledge of supporting equipment in specialty area and is able to trouble shoot.
<p>Inter-professional Healthcare and Quality Improvement</p> <p>To maintain a high level of quality improvement</p>	<ul style="list-style-type: none"> • Actively participates in quality assurance programmes and audits, to monitor and improve standards of care, completing requested documentation and audit activities within specified timeframes. • Participates in the maintenance of the ACC Workplace Safety Management standards, Ministry of Health Certification, QHNZ Accreditation and BFHI certification. • Participates in the development and review of written standards. • Communicates modifications to procedures and policies as they occur.
<p>Organisational Culture</p> <p>To support a strong and positive image of Encompass Health within</p>	<ul style="list-style-type: none"> • Promotes harmonious working relationships . • Understands and promotes the concept of internal and external customers (e.g. patients, colleagues and clinicians) and the need for customer focus. • Assists in facilitating positive inter-departmental relationships.



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the community and with key internal and external stakeholders	<ul style="list-style-type: none"> Maintains confidentiality in respect to operations, business, employees, clients and patients.
Cultural safety and Te Tiriti o Waitangi To promote cultural awareness	<ul style="list-style-type: none"> Demonstrates an understanding of and commitment to our responsibilities of Te Tiriti o Waitangi Respects diversity of cultural, this may include age, gender, sexuality, ethnicity, culture, disability or beliefs.
Health & Safety To promote and ensure a safe working environment	<ul style="list-style-type: none"> Complies with and supports all health and safety policies, guidelines and initiatives Ensures all incidents, injuries and near misses are reported in our H&S reporting tool
Organisational effectiveness To contribute to the cost effectiveness and changing needs of the business	<ul style="list-style-type: none"> Sets appropriate priorities for workload. Looks for ways and means to actively and effectively promote cost effectiveness. Accurately completes cost accounting documents as appropriate. Ensures department remains within budget and provides rationale for exceptions. Actively participates in the development of Physiotherapy services both in terms of scope and service offer.
Other Duties To undertake other duties as requested by the Business Manager as required	<ul style="list-style-type: none"> Performs such duties in a timely, accurate manner and in accordance with policies and procedures.

Qualifications, Experience and Personal Qualities

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Registered Physiotherapist with relevant post graduate experience Holds a current practicing certificate 	
Experience & Knowledge		Experience in cancer rehabilitation Lymphodema management
Personal Attributes	<ul style="list-style-type: none"> Shows respect for people Uses initiative Is proactive and innovative Is an effective communicator Is caring and friendly 	