



POSITION DESCRIPTION

Clinical Needs Assessor

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| Position: | Clinical Needs Assessor |
| Responsible To: | Allied Health Services Manager |
| Functional Relationships: | <ul style="list-style-type: none">▪ Clients, patients, families, whanau and caregivers▪ Allied Health Team▪ Other members of the COHSL multidisciplinary team.▪ Relevant Primary Health Care Providers, Community Agencies and Service Providers▪ Statutory Agencies▪ Care Coordination Centre team▪ Other SDHB staff |
| Primary Objective: | <ul style="list-style-type: none">▪ To fulfil the requirements of the Clinical Needs Assessment services to clients living in the Central Otago Lakes Districts in a timely and professional manner. |

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| Purpose of the Role | |
| To assess clients in a variety of health settings and their own homes using the interRAI assessment tool and create a plan of care that is client centred and goal focused including developing support packages in a holistic and culturally appropriate manner for older people who require long term support in the community. | |
| Organisational Competencies | |
| Customer Focus | Is dedicated to meeting the expectations and requirements of internal and external customers; gets first hand customer information and uses it for improvements in services; acts with customers in mind; establishes and maintains effective relationships with customers and gains their trust and respect |
| Integrity and Trust | Is widely trusted; is seen as a direct, truthful individual; can present the truth in an appropriate and helpful manner; keeps confidences; admits mistakes |
| Drive For Results | Can be counted on to exceed goals successfully; is constantly and consistently one of the top performers; pushes self and others to achieve results |
| Managing Diversity | Manages all kinds and classes of people equitably; deals effectively with all races, nationalities, cultures, disabilities irrespective of age and gender; supports equal and fair treatment and opportunity for all |
| Role Specific Competencies | |
| Priority Setting | Spends own time and the time of others on what is important; can quickly sense what will help or hinder when seeking to accomplish goals; creates focus |
| Problem Solving | Uses logic and established processes to solve difficult problems and achieve effective solutions; can see hidden problems; Is excellent at honest analysis; looks beyond the obvious ; doesn't stop at the first answers |
| Knowledge, Experience and Skills Required | |
| <p>Essential Criteria</p> <ul style="list-style-type: none"> • Must be an registered health professional • A high level of interpersonal and communication skills <p>Experience/Knowledge</p> <ul style="list-style-type: none"> • Ability to work in a supportive and honest manner • Ability to motivate • Able to gain peer credibility and respect • Accept responsibility for own actions • Possess the ability to problem solve and demonstrate initiative | |

| KEY ACCOUNTABILITIES | DELIVERABLES | EXAMPLE MEASURES |
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| Clinical Practice | | |
| Legislative requirements | <ul style="list-style-type: none"> • Practise in accordance with relevant legislation, codes, policies etc. and upholds consumer rights • Uphold professional code of ethics | <ul style="list-style-type: none"> • Adheres to professional and legislative standards of practice • Works according to the scope of Annual Practising Certificate |
| Assessments and interventions | <ul style="list-style-type: none"> • Undertake accurate, comprehensive and timely assessments and evaluations • Plan and implement appropriate interventions • Provide relevant education - including any relevant alternative options - in a format that can be clearly understood • Collaborate with patients to set realistic, patient-centred outcomes | <ul style="list-style-type: none"> • Interventions are realistic and based on best practice • Uses standard measurement tools and equipment as set down by departmental or professional protocols |
| Documentation | <ul style="list-style-type: none"> • Maintain confidentiality of patient information and documentation • Adhere to COHSL documentation standards | <ul style="list-style-type: none"> • Documentation is timely, clear, concise and accurate |
| Culturally Sensitive Practice | <ul style="list-style-type: none"> • Practices in a culturally safe manner | <ul style="list-style-type: none"> • Assists patients to gain appropriate support and representation which reflects their cultural needs and preferences. |
| Professional Responsibilities | | |
| Working in a collegial manner | <ul style="list-style-type: none"> • Contribute to the support and education of colleagues and students to enhance development of the profession • Participate in and contribute to the functioning of the team • Establish and maintain an effective working relationship with other staff | <ul style="list-style-type: none"> • Formal and informal systems in place for supporting colleagues • Supervision records for students • Participate as a team member to ensure the best outcomes for patients/ people |
| Evidence-based practice and research | <ul style="list-style-type: none"> • Consistently refer to and relate practice to literature and research • Critique, discuss and disseminate evidence based best practice • Reflect on and evaluate the effectiveness of own practice | <ul style="list-style-type: none"> • Implementation of evidence-based best practice procedures and guidelines • Updates knowledge related to best practice guidelines and area of practice • Professional portfolio or participation in an approved CPD programme (as per professional requirements) |
| Time management | <ul style="list-style-type: none"> • Manage own time adopting a disciplined approach to establishing and following identified role-related priorities • | <ul style="list-style-type: none"> • Tasks are scheduled and completed in a timely manner |
| Professional development | <ul style="list-style-type: none"> • Develop and maintain professional competency • Appraisal, peer review, observed practice or other professional audits as applicable • Develop both personally and professionally to meet the changing needs of your career and profession | <ul style="list-style-type: none"> • Holds current registration where applicable or as required • Maintains an up-to-date professional development plan |

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| Occupational Health and Safety | <ul style="list-style-type: none"> Support and foster commitment to achieving the highest level of Health and Safety practice | <ul style="list-style-type: none"> Identifies and reports hazards Assists with resolving issues that may cause harm to patients or staff Works safely at all times |
| Quality and Performance | <ul style="list-style-type: none"> Maintain professional and Organisational quality standards Continually seek to identify quality improvement opportunities in order to perform role in an effective and efficient manner | <ul style="list-style-type: none"> Performance aligns with appropriate quality audit standards, organisational requirements and professional standards |
| Treaty of Waitangi Te Tiriti o Waitangi | <ul style="list-style-type: none"> Central Otago Health Services Limited is committed to its obligations under the Treaty of Waitangi. Employees are required to adhere to the principles of the Treaty of Waitangi - Partnership, Participation and Protection | <ul style="list-style-type: none"> Participate in appropriate training Maintain cultural competence |

Note: The above example measures are provided as a guide only. The precise performance measures for this position will require further discussion and development as required to meet the needs of the Service

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| PROFESSION TITLE: Clinical Needs Assessor |
| PROFESSIONAL REQUIREMENTS AND ROLE SPECIFIC REQUIREMENTS |
| <p>Professional Requirements:</p> <ul style="list-style-type: none"> Registered Health Professional under Health Practitioners Assurance Act or Social Work Registration Act, with assessment skills as part of competency requirement Current Annual practising certificate Experience working with older people and their whanau / family members Experience with Windows based computer programme <p>Role Specific Requirements:</p> <ul style="list-style-type: none"> Accredited interRAI Assessor gaining competencies in Home Care, Contact and /or Long Term Care Facility interRAI data collection and analysis Comprehensive care planning skills based on the Restorative model of care A working knowledge of how health and disability issues impact on an older person's ability to remain independent Demonstrate commitment, respect and an attitude of valuing older people Ability to work with older people and their whanau in a community and/or health setting to achieve the best outcomes for them Excellent interviewing, assessment and problem solving skills High level of verbal and written communication skills Understanding and knowledge of current support services and systems Good networking skills Ability to work autonomously and as part of a team Good organisation and time management skills Current driver's licence is essential |