

POSITION DESCRIPTION

Position	General Practitioner Clinical Lead	
Team	Te Oranganui	
Reporting to	Te Waipuna Health Kaihautū – Service Manager	
Job purpose	Provide clinical and professional oversight as the General Practitioner Lead for Te Waipuna Health, supporting safe, high quality, whānau centred primary care. The role provides visible clinical leadership to the medical and wider clinical team, supports service leadership alongside the Kaihautū, and strengthens clinical capability through education, mentoring, supervision and reflective practice. The GP Lead works collaboratively with the Kaihautū to identify, escalate and manage clinical risk, support quality improvement, maintain effective clinical systems, and ensure care is delivered in line with best practice, Te Oranganui values, Te Tiriti o Waitangi principles and relevant clinical governance requirements.	
Hours	Negotiable	
Accepted by:	Signature:	Date:

Background

Te Oranganui is an Iwi governed Health and Social Service Organisation. Established in 1993, Te Oranganui has eight service lines and covers the iwi boundaries of Ngāti Apa/Ngā Wairiki, Te Ātihaunui a Pāpārangi and Ngā Rauru Kīahi. The eight services are;

Te Waipuna Health:	Primary Health & Medical
Te Taihāhā:	Disability Support Service
Waiora Hinengaro:	Vocations, Mental Health and Addictions
Toiora Whānau:	Whānau and Community
Te Puawai Whānau:	Family Start & Tamariki Ora Services
Waiora Whānau:	Healthy Families
Whakahaumanu Mana Tāne:	Clinical Services Corrections
Te Taituarā:	Business Unit

Vision Korowaitia te puna waiora, hei oranga motuhake mō te iwi

Mission statement To empower whānau into their future

Values

<i>Tika</i>	Excellence in how we do things
<i>Whānau</i>	At the centre of everything we do
<i>Pono</i>	Act with honesty and integrity
<i>Mahitahi</i>	Committed to working together for the betterment of our Whānau, Hapū, Iwi and communities

Initials: _____

KRA 1: Clinical protocols and pathways

Tasks

- 1.1. Provide ongoing, high-quality medical care to patients of Te Waipuna Health, ensuring patients and whānau are well informed about assessment findings, treatment options, recommended care and any follow-up requirements.
- 1.2. Support a multidisciplinary approach across the practice by engaging relevant providers and disciplines in patient care planning, particularly for patients with complex health needs.
- 1.3 Maintaining a high quality of medical practice to ensure best practice outcomes.
- 1.4 Providing culturally appropriate care delivery and application of the Te Tiriti o Waitangi principles.
- 1.5 Maintain accurate, comprehensive and legible patient records.
- 1.6 Participating in the evaluation processes measuring the effectiveness of clinical care delivery.
- 1.7 Anticipating and effectively managing clinical patient problems while demonstrating reasonable skill, knowledge and care.
- 1.8 Plan & implement opportunities to improve safety and effectiveness of care delivery processes, particularly for patients with complex health.
- 1.9 Provide timely clinical advice, oversight and real-time support to the clinical team for complex cases as they arise, ensuring safe decision-making and escalation where required.

KRA 2: Clinical Audits

Tasks:

- 2.1 Audit and maintain the schedule of protocols on behalf of Te Waipuna, ensuring staff are current and in line with best practice.
- 2.2 Provide auditors with necessary information to complete clinical audits
- 2.3 Investigate opportunities for service improvement introducing change and audit outcomes.
- 2.4 Facilitate the organisation's Clinical Governance Forum.
- 2.5 Ensure Clinicians are practicing within their scope of practice through audit and peer education.
- 2.6 Contribute to Cornerstone and other accreditation across the Practice and organisation
- 2.7 Use audit findings, clinical data and best-practice evidence to inform teaching, mentoring and service improvement activity across practice teams.

KRA 3: GP Clinical Leadership, Education and Mentoring

Tasks

- 3.1 Demonstrate and support effective assessment skills and recognise the need for improved practice.
- 3.2 Establishing effective communication with all clinical personnel through formal and informal planning, mentoring, clinical supervision and peer meetings.
- 3.3 Consistently demonstrate professional accountability and leadership.
- 3.4 Contribute to the leadership of Te Waipuna Health by working alongside the Kaihautū - Service Manager, to support safe, effective, high-quality clinical care for patients and whānau.
- 3.5 Participate in regular interdisciplinary case review activity.
- 3.6 Provide leadership to the General Practitioners including supporting shared learning, clinical reflection, peer review and consistent application of best-practice care.
- 3.7 Participate in the recruitment of clinical positions as and when required
- 3.8 Offer structured support, advice, coaching and mentoring to GP locums, GPEP/Registrars, Nurse Practitioners, Nurse Prescribers, student nurses and other clinical practitioners.
- 3.9 Provide support and advice on areas of expertise i.e. Mental Health
- 3.10 Represent Te Oranganui at external clinical forums where applicable.
- 3.11 Work in collaboration with the Kaihautū and the Leadership team to ensure effective teamwork
- 3.12 Maintain positive working relationships with external clinicians and other staff who interact with the Practice, such as clinical nurse specialists, mental health teams, pharmacists etc
- 3.13 Review clinical incidents and complaints to ensure effective lessons are learnt.

- 3.14 Work alongside the Kaihautū to identify, assess, escalate and manage clinical risk, including incidents, complaints, patient safety concerns, workforce pressures and systems issues that may affect quality of care.
- 3.15 Support the Practice Leadership team with clinical input into operational planning, workflow, triage processes, workforce capability, escalation pathways and service improvement activity.
- 3.16 Contribute to a shared training environment with partner practices by supporting cross-practice learning, continuity of care, and opportunities for clinicians to experience diverse primary care settings.

KRA 4: Teaching, Mentoring and Workforce Development

Tasks

- 4.1 Support the development and review of individual training, supervision and professional development plans for GPEP/Registrars, Nurse Practitioners, Nurse Prescribers, clinical students and other clinicians.
- 4.2 Provide regular mentoring and teaching opportunities for GPEP/Registrars, nurses, clinical students and fellow colleagues.
- 4.3 Deliver structured learning sessions for GPEP/Registrars, Nurse Practitioners, Nurse Prescribers, nursing staff and clinical students, with a focus on best practice, clinical reasoning, patient centred and culturally appropriate care.
- 4.4 Provide one-on-one and group mentoring to build confidence, competence, professional accountability and clinical capability among emerging clinicians.
- 4.5 Support workforce retention, resilience and professional growth by fostering a positive learning culture, encouraging reflective practice, supporting wellbeing, and sharing clinical expertise across teams and partner practices.

KRA 5: Clinical Governance, Risk and Kaihautū (Practice Manager) Support

Tasks

- 5.1 Contribute to the analysis and interpretation of clinical data, clinical demand, service pressures, quality indicators and patient safety trends.
- 5.2 Plan and implement opportunities to improve safety, effectiveness, access, equity and continuity of care delivery in partnership with the Kaihautū and wider leadership team.
- 5.3 Developing and implementing protocols and guidelines, in consultation with the Team, and monitoring these to ensure ongoing effectiveness.
- 5.4 Provide clinical advice and leadership in relation to risk registers, incident review, complaint resolution, escalation pathways, clinical documentation standards, prescribing safety, infection prevention and continuity planning.
- 5.5 Work with the Kaihautū to ensure clinical processes, systems and escalation arrangements are practical, safe, clearly communicated and understood by the team.
- 5.6 Support a proactive approach to clinical governance by identifying emerging risks, contributing to mitigation plans, monitoring follow-up actions and supporting learning from incidents, audits and complaints.
- 5.7 Work collaboratively with leadership and clinical teams to identify teaching, mentoring and clinical support priorities that align with service needs and clinician development.
- 5.8 Contribute to General Practitioner performance, development and planning reviews in conjunction with Kaihautū.

General Provisions

- Actively participate in Te Oranganui kaupapa activities including attending hui, karakia, whakawhānaungatanga, waiata sessions etc;
- Uphold the principles of Whānau Ora – working across teams and functions; acknowledging the unique skills and abilities all kaimahi bring
- Ensure you maintain an accurate and up to date understanding of Te Oranganui policies and that you uphold these at all times;

- Ensure the health & safety of yourself as well as others in your working environment, upholding organisational health and safety policies and procedures at all times;
- Proactively promote Te Oranganui in a positive light in all activities
- Contribute to cross-practice collaboration and shared learning opportunities with partner practices and providers to strengthen community health outcomes.
- Actively participate in ongoing professional development and in service training opportunities

The above statements are intended to describe the general nature and level of work being performed by the job holder. This job description is not intended to be an exhaustive list of all responsibilities, duties, or skills required of the job holder. From time to time, the job holder may be required to perform duties outside of their normal responsibilities as needed.

PERSON SPECIFICATION

Experience & Qualifications

- Appropriately NZ qualified Registered Clinician
- Current Annual Practicing Certificate
- Hold a full driver's license
- Extensive experience

Essential skills

- Excellent communication and facilitation skills
- Well organised
- Ability to work with a broad range of people
- Demonstrated ability to teach, mentor, coach and support clinicians in a primary care environment.
- Ability to provide calm, practical and timely clinical guidance in complex or emerging situations.

Personal Attributes

- Commitment to Whanau, Hapū and Iwi
- Understand and practice Te Oranganui's values and principles that underpin the vision of the organisation.
- A friendly "Can Do" attitude
- Ability and willingness to work positively as a member of a team
- Honest, reliable and responsible
- Punctual
- Ability to empower others
- Committed to fostering a culture of learning, excellence, collaboration and professional growth.