



WAIRARAPA DISTRICT HEALTH BOARD
Terms & Conditions

MIDWIVES
Clinical Services

Vacancy Number: 0706

GENERAL

Applications are invited for the above positions which will be based at Wairarapa Hospital. The Wairarapa District Health Board has the role of planning and funding in addition to providing hospital and health services. Wairarapa District Health Board employs approximately 600 staff and manages \$110 million of Health Services funding.

AGREEMENT COVERAGE

This position comes under the coverage of the District Health Boards/ NZNO Nurses and Midwives Multi-Employer Collective Agreement (MECA).

SALARY

Commencing salary will be paid within the range specified in the District Health Boards/ NZNO Nurses and Midwives Multi-Employer Collective Agreement based on the appointee's knowledge, skills and qualifications. All salary allowance payments will be made by direct credit to the bank account of the appointee's choice.

JOB DESCRIPTION

As attached.

HOURS OF WORK

We have permanent full or part time Midwife positions available, rostered and rotating shifts.

LEAVE

Leave shall be in accordance with the Holidays Act 2003, the District Health Boards/ NZNO Nurses and Midwives Multi-Employer Collective Agreement and Wairarapa District Health Boards Leave Policy.

NATURE AND TENURE OF APPOINTMENT

This appointment is governed by the conditions contained in this schedule, Wairarapa District Health Boards policies and appropriate legislation. Acceptance of this position will be deemed to imply acceptance of all the various terms and conditions listed.

This appointment is permanent but may be terminated by 4 weeks notice in writing by either party. In the event of the appointee being guilty of conduct unbecoming to the position; or unable to discharge their duties; or wilfully neglecting to observe the terms of the agreement the appointment may be summarily terminated forthwith.

ALTERATIONS

The Chief Executive reserves the right to negotiate changes to the conditions of appointment and job description as set out as circumstances may require.

SMOKEFREE POLICY

The appointee must observe Wairarapa District Health Board's policy on no smoking on the Wairarapa District Health Board's premises and in their vehicles.

TREATY OF WAITANGI

The appointee will be expected to incorporate the principles of the Treaty of Waitangi in their working practices.

EQUAL EMPLOYMENT OPPORTUNITIES

Wairarapa District Health Board practices an equal employment opportunities programme.

MEDICAL EXAMINATION

The appointee may be required to undertake a medical examination, the appointment being dependent on a favourable report.

APPLICATIONS

Application forms and curriculum vitae will be received by **Human Resources, Wairarapa District Health Board, PO Box 96, Masterton.**

Referees reports obtained or provided are subject to Section 27(1) of the Official Information Act 1982 and Section 29(1)(b) of the Privacy Act 1993 and shall not be released or their contents disclosed to the applicant or to any person not directly involved in Wairarapa District Health Board's appointment and review procedures.

CLOSING DATE: OPEN

For further information please contact Donna Thompson, Clinical Midwife Manager on (06) 946-9800.

Position Description
REGISTERED MIDWIFE

Reports to	Clinical Midwifery Manager / Clinical Midwifery Specialist
Location	Wairarapa DHB, Te Ore Ore Road, Masterton
Vision	Well Wairarapa – Better health for all Wairarapa ora – Hauora pai mo te katoa
Mission and Values:	<p>The Wairarapa DHB is committed to improving, promoting and protecting the health status of the people of the Wairarapa and the independent living of those with disabilities. The values that underpin our mission and vision are:</p> <p>Respect – Whakamana Tangata <i>According respect, courtesy and support to all</i></p> <p>Integrity – Mana Tu <i>Being inclusive, open, honest and ethical</i></p> <p>Self Determination – Rangatiratanga <i>Determining and taking responsibility for one actions</i></p> <p>Co-operation – Whakawhanaungatanga <i>Working collaboratively with other individuals and organisations</i></p> <p>Excellence – Taumatatanga <i>Striving for the highest standards in all that we do</i></p>
Treaty of Waitangi:	Wairarapa DHB is committed to the principles of the Treaty of Waitangi, particularly those of partnership, participation and pro-active protection, and recognises Tikanga Maori values as being the key to Maori outcomes that are appropriate, accessible and affordable. There is an expectation that the principles will be applied in a measured and reasonable manner.

Position Overview

Primary Function of Position	To work in partnership with women and whanau to promote a safe and positive childbearing experience.
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Background	<p>Wairarapa District Health Board manages the adjacent inpatient Maternity Services together with related outpatient services.</p> <p>The core midwife is primarily employed to provide:</p> <ul style="list-style-type: none"> • Primary and secondary ante, intrapartum and post natal inpatient midwifery care. • Intrapartum midwifery and infant (resuscitation) assistance to all maternity practitioners. Facilitate safe labour and delivery for all women and babies. • Intrapartum midwifery support for G.P. and specialist women, and post partum community visits.
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Key Relationships

Direct Reports	N/A
Inpatient Services Manager	Provides leadership, direction and management for the Patient & Maternity services within the Clinical Services in relation to policy development, resource allocation, organisation goals and priorities and decision-making.
Director of Nursing	Seek professional midwifery advice to facilitate professional development and access midwifery support.
Clinical Midwifery Manager	Communicate effectively on matters relevant to the safe and smooth operation of the Service.
Students	Facilitate a learning environment for students.
Maternity Service Health Team Members	Develop and maintain co-operative working relationships with team members to ensure a co-ordinated consistent approach in quality care.
External service providers	Develop and maintain co-operative working relationships with Independent Midwives, General Practitioners, Plunket, Whaiora Whanui, La Leche and local Maori providers.
Support Services staff	Develop and maintain co-operative working relationships with Clinical Support, and Allied Services Staff.

Accountabilities

KEY RESULT AREAS	EXPECTED OUTCOMES
<p>Provides patient focused midwifery care for women (and their babies) using the service</p>	<ul style="list-style-type: none"> • Provides midwifery care that complies with Patient Rights under the Code of Health and Disability Services Consumers' Rights, the Privacy Act and Human Rights Act. • Ensures personal practice meets the Standards and Competencies of Practice for the Midwifery Council of New Zealand. • Ensures ethical and professional judgment is exercised in midwifery practice. • Assesses client needs and plans care in accordance with the woman's birth plan, and her expectations of care developed with her Lead Maternity Carer. • Regularly evaluates progress, reviews birth plan, and modifies care accordingly. • Respects the parents' prime role in the care and recovery of infants / children. • Ensures care is implemented, evaluated and updated regularly using the midwifery process. • Demonstrates an understanding of midwifery standards and competencies for practice. • Demonstrates legal requirements and documentation of midwifery judgements, decisions and client outcomes. • Maintains comfort, privacy and dignity for the women and her supporters. • Provides care in a manner which promotes the woman's empowerment – with informed consent and respect of the individual. • Carries out clinical instructions of medical staff in accordance with safe and recognised midwifery practice. • Communicates effectively with the woman, her supporters, and Lead Maternity Carer to ensure that their expectations of inpatient processes and length of stay are realistic. • Involves the Lead Maternity Carer, women, her supporters, relevant services and specialists when facilitating a timely and smooth, discharge. • Practices safely within both physical and cultural frames of reference. Compliance with service cultural competencies is required. • Provides all appropriate mothercraft, and health

	<p>education for the woman and her family in terms that are easily understood.</p> <ul style="list-style-type: none"> • Seeks early resolution of unusual / abnormal situations by communication with the CMM and clinicians involved in the episode of care. • Provides care consistent with Baby Friendly Hospital Initiative requirements.
Works effectively as a member of the Wairarapa District Health Board Maternity Service	<ul style="list-style-type: none"> • Participates in the development of plans, policies, protocol / guidelines and procedures. • Participates in appropriate meetings, team briefings and information sessions. • Accepts accountability for own professional, and personal activities that relate to your role and position as an employee of Wairarapa District Health Service. • Displays teamwork and engender trust by acknowledging others expertise and addressing issues in a constructive manner. • Acts as a role model, provide guidance and supervision as and when appropriate for less experienced team members and students. • Assist in ensuring the physical ward environment and equipment is safe and functional for women, family/whanau and visitors. • Utilises resources and supplies economically and efficiently without compromising client care. • Demonstrates an understanding of service responsibilities within the Wairarapa District Health Board / Ministry of Health contract. • Raises issues affecting client care and maintenance of standards. Request consultations appropriately and share professional knowledge with team members. • Undertakes any other relevant projects/duties as required by service line managers.
Continually updates midwifery and obstetric knowledge, practices, and standards	<ul style="list-style-type: none"> • Identifies own training and educational needs and acts to gain the required knowledge and /or skill. • Demonstrates commitment to ongoing education. • Meets New Zealand Midwifery Council standards review process requirements. • Attends the organisational study day each year.
Demonstrates commitment to Continuing Quality Improvement	<ul style="list-style-type: none"> • Participates in annual performance appraisal with manager.

	<ul style="list-style-type: none"> • Participates in peer review activities. • Maintains a record of performance indicators for own practice certification and peer review purposes. • Uses customer satisfaction and evaluation reports to identify issues and solutions to service improvement. • Uses Wairarapa District Health Board reportable event and complaint systems appropriately for organisational risk management and trend monitoring.
Maintains standards of practice	<ul style="list-style-type: none"> • Meets the legal requirements Midwifery Council of New Zealand. • Maintains personal responsibility for quality midwifery care. • Objectively assesses and documents health needs of the patient giving consideration to their family situation. • Demonstrates evidence based practice and ability to respond appropriately to feedback from clients and clinical team members. • Undertakes all midwifery care in accordance with the informed consent policy of the District Health Board.
Quality, Safety and Risk	<ul style="list-style-type: none"> • Ensures all staff/colleagues maintain adequate safety standards on the job through consultation, training and supervision. • Ensures own and others safety at all times. • Complies with policies, procedures and safe systems of work. • Reports all incidents/accidents, including near misses, in a timely fashion. • Is involved in health and safety through participation and consultation. • Actively participates in the hazard management and identification process. • Escalates Risk as per the Risk Management Policy. • Demonstrates the values of WDHB in their work.
To Act within legal boundaries and the Wairarapa DHB policies	<ul style="list-style-type: none"> • In accordance with the Health Practitioners' Competence Assurance Act 2003 your appointment is subject to you demonstrating that you are registered with the Midwifery Council of New Zealand and that your scope of practice

	<p>enables you to undertake the duties of the position to which you have been appointed.</p> <ul style="list-style-type: none"> • Inform your Manager immediately upon notification from your registering body that your scope of practice has changed or of the suspension, cancellation or imposition of any conditions on your registration. • Ensure that all records are maintained accurately and in accordance with legislation and Wairarapa District Health Board policy. • Provide appropriate information in accordance with the Privacy Act and other relevant legislation and Wairarapa District Health Board policy. • Through practice and performance demonstrate knowledge and application of the principles of the Treaty of Waitangi. • Familiarise self with the requirements of the Approved Code of Practice for the Safe Use of Visual Display Units.
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Person Specification

Education and Qualifications	<p>Essential</p> <ul style="list-style-type: none"> • Registered Midwife in New Zealand • Drivers Licence (Class B car) • Meets the Midwifery Council of New Zealand’s annual practicing certificate requirements
Experience	<p>Essential</p> <ul style="list-style-type: none"> • Demonstrated adaptability, and personal accountability that leads to accepting and completing delegated duties, and responsibilities that ensure smooth running of the service. • Time management skills necessary to provide a quality service and to maintain good peer relationships with continuity team members and facility staff. • A commitment to ongoing education that leads to continuously improving clinical and communication work practices. • Child / baby friendly with no record of non accidental injury to children.
Awareness and Understanding of	<p>Essential</p> <ul style="list-style-type: none"> • Understanding of the principles of the Treaty of Waitangi and the ability to put these into practice in caring for patients.

Skills and Competencies	<p>Essential</p> <ul style="list-style-type: none"> • Good communication/interpersonal skills ensuring the ability to interact positively and enable co-operation /co-ordination between: <ul style="list-style-type: none"> - all maternity practitioners - women who use maternity services and their families/whanau. • Positive, cheerful, proactive manner that instils confidence in clients and staff colleagues. • Innovative, flexible, calm and supporting manner. • Honest and reliable. • Awareness of and sensitivity to different cultures and creeds. • Availability to work rostered and rotating duties.
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Performance Development Review

An initial review of performance will be conducted after three months, with an annual performance development planning session annually thereafter. This is in the context of regular discussions and a 'no surprises' annual review

Acceptance

Acceptance of the position implies acceptance of the position description

Position Title	Registered Midwife
Signature of Employee	
Date	