

## Position Description | Te whakaturanga ō mahi Health New Zealand | Te Whatu Ora

<b>Title</b>	Registered Midwife - Caseloading		
<b>Reports to</b>	Maternity Manager		
<b>Location</b>	Ōamaru Hospital and surrounding district		
<b>Department</b>			
<b>Direct Reports</b>		<b>Total FTE</b>	
<b>Budget Size</b>	<b>Opex</b>	<b>Capex</b>	
<b>Delegated Authority</b>	<b>HR</b>	<b>Finance</b>	
<b>Date</b>	October 2024		
<b>Job band (indicative)</b>			

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations.
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well.
3. Everyone will have equal access to high quality emergency and specialist care when they need it.
4. Digital services will provide more people the care they need in their homes and communities.
5. Health and care workers will be valued and well-trained for the future health system.

### Te Mauri o Rongo – The New Zealand Health Charter

The foundation for how we ensure our people are empowered, safe and supported while working to deliver a successful healthcare system, is Te Mauri o Rongo – the New Zealand Health Charter. It guides all of us as we work towards a healthcare system that is more responsive to the needs of, and accessible to all people in Aotearoa New Zealand.

It applies to everyone in our organisation and sits alongside our code of conduct as our guiding document.

Te Mauri o Rongo consists of four pou (pillars) within it, including:

**Wairuatanga** – working with heart, the strong sense of purpose and commitment to service that health workers bring to their mahi.

**Rangatiratanga** – as organisations we support our people to lead. We will know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all.

**Whanaungatanga** – we are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe.

**Te Korowai Āhuru** – a cloak which seeks to provide safety and comfort to the workforce.

These values underpin how we relate to each other as we serve our whānau and communities.

Together we will do this by:

- caring for the people
- recognising, supporting and valuing our people and the work we all do
- working together to design and deliver services, and
- defining the competencies and behaviours we expect from everyone.

## About the role

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### Purpose of Role

The primary purpose of the role is to: The Caseloading Midwife is employed to

- provide exceptional client-centred continuity of care, as a Lead Maternity Carer, to women and babies alongside their whanau/families. This includes providing holistic, research based, current maternity care throughout the antenatal, intrapartum and postnatal period until 4-6 weeks postpartum, and offering labour/birth support both at the hospital and in a home setting.
- accompany patients on transfers to Queen Mary Maternity Centre Dunedin as and when needed.

A detailed schedule of duties is contained within Ōamaru Hospital Maternity Centre, Quick Guide for Locums and new Midwives’.

### Hours and Days of Work

You enjoy the privilege of working as an autonomous practitioner and the opportunity to manage your own workload during your rostered days on (Number of days on based on employees FTE). There is a fortnightly rotating roster which operates comprising of 3 pairs of midwives: Green Team, Blue Team and Red Team.

Each pair can negotiate, in agreement with the Manager, how they choose to work. A shared case load or individual caseloads providing cover for your partner on their rostered days off.

There are always at least 3 midwives on call at any given time to provide safe staffing and optimal team support.

	<b>Role Specific Competencies</b>
<b>Care Planning</b>	<ul style="list-style-type: none"> <li>• Work in a partnership with women and their whanau/families, to establish an individualized care plan, providing optimum care for the best possible outcome, including referral to secondary maternity services or other agencies when appropriate.</li> </ul>
<b>Advocacy</b>	<ul style="list-style-type: none"> <li>• To provide advocacy for the women in your care. Using sound knowledge in health promotion, education and referral processes by keeping up to date with the latest research, recommendations and guidelines.</li> </ul>
<b>Case Loading</b>	<ul style="list-style-type: none"> <li>• Demonstrate effective time management skills in case loading work and demonstration of team partnership and support. You will demonstrate punctuality in meeting with other midwives and the women you have arranged appointments with.</li> </ul>
<b>Listening</b>	<ul style="list-style-type: none"> <li>• Practices attentive and active listening; has the patience to hear people out; can accurately restate the opinions of others even when he/she disagrees.</li> </ul>
<b>Problem Solving</b>	<ul style="list-style-type: none"> <li>• Uses rigorous logic and methods to solve difficult problems with effective solutions; probes all fruitful sources for answers; can see hidden problems; is excellent at honest analysis; looks beyond the obvious and doesn't stop at first answers.</li> </ul>
<b>Interpersonal Savvy</b>	<ul style="list-style-type: none"> <li>• Relates well to all kinds of people – inside and outside the organisation.</li> <li>• Builds appropriate rapport. Builds constructive and effective relationships. Uses diplomacy and tact. Can defuse even high-tension situations comfortably.</li> </ul>
<b>Personal Learning</b>	<ul style="list-style-type: none"> <li>• Picks up the need to change personal, interpersonal behaviour quickly; watches others for their reactions to his/her attempts to influence and perform; and adjusts; seeks feedback; is sensitive to changing personal demands and requirements and changes accordingly.</li> </ul>
<b>Key Result Area</b>	<b>Expected Outcomes / Performance Indicators</b>
<b>Professional Responsibility</b>	<ul style="list-style-type: none"> <li>• Provide clinically safe, evidence-based midwifery practice, demonstrating sound midwifery philosophy, and under the guidelines of Section 88, and NZCOM Standards of Practice.</li> <li>• Attend Midwifery Standards reviews as set out by the New Zealand College of Midwives, legislated by Section 88.</li> <li>• Attend a performance appraisal with the Maternity Manager at 3 months from commencement of employment, then annually thereafter.</li> <li>• The midwife is accountable for her practice and takes every reasonable opportunity to sustain and improve personal knowledge and professional competence. This includes having knowledge of different cultural beliefs and practices regarding pregnancy and childbirth.</li> </ul>

<b>Management of Midwifery Care</b>	<ul style="list-style-type: none"> <li>To provide clear leadership, direction and vision to the Centre staff and Midwifery students to ensure a safe, supportive and efficient environment within the Maternity Service.</li> <li>Maintain accurate documentation and record keeping.</li> </ul>
<b>Inter-professional Health Care</b>	<ul style="list-style-type: none"> <li>Work to maintain supportive and effective relationships and clear communication with secondary maternity services or other agencies when appropriate, through the referral process.</li> </ul>
<b>Interpersonal Relationships</b>	<ul style="list-style-type: none"> <li>Work harmoniously and professionally in both individual and team environments and demonstrate excellent communication and interpersonal skills.</li> <li>Ensure quality care and optimal standard of consumer satisfaction, including compliance with the Health and Disability Commissioners Code of Rights.</li> </ul>
<b>Other Duties</b>	<ul style="list-style-type: none"> <li>Undertaking duties from time to time that may be in addition to those outlined above but which fall within your capabilities and experience.</li> </ul>
<b>Professional Development – self</b>	<ul style="list-style-type: none"> <li>Identifying areas for personal and professional development.</li> <li>Training and development goals are identified/agreed with your manager.</li> <li>Performance objectives reviewed annual with your manager.</li> <li>Actively seek feedback including constructive.</li> </ul>
<b>Quality Improvement</b>	<ul style="list-style-type: none"> <li>Promoting and maintaining a quality improvement approach into all work.</li> <li>Demonstrate a positive personal commitment to the culture of continuous quality improvement by ensuring quality values are integrated into personal daily practice.</li> <li>Actively contribute to the implementation and ongoing maintenance of continuous quality improvement processes in their area according to a planned annual programme</li> <li>Lead and support quality improvement activities in all departments/areas of Ōamaru Hospital.</li> </ul>
<b>Te Tiriti o Waitangi</b>	<ul style="list-style-type: none"> <li>Remains focused on the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori.</li> <li>Supports tangata whenua- and mana whenua-led change to deliver mana motuhake and Māori self-determination in the design, delivery and monitoring of health care.</li> <li>Actively supports kaimahi Māori by improving attraction, recruitment, retention, development, and leadership.</li> </ul>
<b>Equity</b>	<ul style="list-style-type: none"> <li>Commits to helping all people achieve equitable health outcomes.</li> <li>Demonstrates awareness of colonisation and power relationships.</li> <li>Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery.</li> <li>Shows a willingness to personally take a stand for equity.</li> <li>Supports Māori-led and Pacific-led responses.</li> </ul>
<b>Innovation &amp; Improvement</b>	<ul style="list-style-type: none"> <li>Is open to new ideas and create a culture where individuals at all levels bring their ideas on how to 'do it better' to the table.</li> </ul>

	<ul style="list-style-type: none"> <li>• Models an agile approach –tries new approaches, learns quickly, adapts fast.</li> <li>• Develops and maintains appropriate external networks to support current knowledge of leading practices.</li> </ul>
<b>Collaboration and Relationship Management</b>	<ul style="list-style-type: none"> <li>• Models good team player behaviour, working with colleagues to not allow silo thinking and behaviour at decision making level to get in the way of doing our best and collegially supports others to do the same.</li> <li>• Works with peers in Hauora Māori Service and Pacific Health Business Unit to ensure the voice of and direct aspirations of Māori and Pacific People are reflected in planning and delivery of services.</li> </ul>
<b>Health &amp; safety</b>	<ul style="list-style-type: none"> <li>• Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives.</li> <li>• Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others’ health, safety, and wellbeing centrally, alongside high-quality patient outcomes.</li> <li>• Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.</li> </ul>
<b>Compliance and Risk</b>	<ul style="list-style-type: none"> <li>• Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place.</li> <li>• Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit.</li> <li>• Understands, and operates within, the financial &amp; operational delegations of their role, ensuring peers and team members are also similarly aware.</li> </ul>

Duties will be undertaken in the Ōamaru Hospital but include nearby out of district boundaries if necessary to provide services to women who choose to access our services. The main base from which services are delivered is Ōamaru Hospital, located in Ōamaru.

### Relationships

<b>External</b>	<b>Internal</b>
<ul style="list-style-type: none"> <li>• Iwi Providers</li> <li>• Barnardos</li> <li>• Family Start/Family Works</li> <li>• Southern Smoking Cessation Services</li> <li>• Queen Mary Maternity and Obstetric staff</li> <li>• Intersectoral Providers including               <ul style="list-style-type: none"> <li>- Plunket</li> <li>- Tamariki Ora</li> <li>- Physio</li> <li>- Patients and Whanau</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Ōamaru Hospital personnel including all professional groups and health services.</li> </ul>

## About you – to succeed in this role

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### Essential:

- A relevant graduate and post-graduate qualification.
- Registration with the Midwifery Council, in accordance with the Health Practitioners Competency Act 2003.
- Abide by the MCNZ Code of Practice Hold and maintain a current annual Practicing certificate (notify employer of any practice conditions).
- Attend mandatory training including neonatal life support/Emergency Skills/PROMPT and Midwifery Recertification Programme. The ability to register as a caseloading for combined section 88 claiming.
- The ability to demonstrate a strong midwifery philosophy.
- A current full New Zealand Driver Licence.
- Current Police Clearance in accordance with the Children's Act 2014.
- Hold up to date indemnity insurance, with copy supplied to HR.
- Attend to all work within a timeframe considered acceptable to both parties and exercise all reasonable care and skill in the performance of contracted duties.

### Desired:

- Is a member of the New Zealand College of Midwives.
- The understanding and/or a desire to practice midwifery in a rural primary setting.
- Experience in case loading midwifery and providing continuity of care.
- The understanding of the Lead Maternity Care concept within the NZ Health setting.
- Demonstrates the concept of a supportive team approach to midwifery care (being aware when another team midwife has been caring for a labouring women and offering assistance or giving the opportunity for a break).
- Communication with other midwives regarding rural travel if heading more than 20 minutes out of town.

### Knowledge and Skills:

- Awareness of the difference in practice in a rural primary Midwifery Centre and a secondary/tertiary Centre
- Ministry of Health Maternity Facility Service Specifications, 2006
- The Health and Disability Services Act Section 88 2007 and the Health and Disability Commissioners Act 1994.
- The misuse of Drugs Act 1975 and Misuse of Drug Regulations 1977 and subsequent legislation and amendments.
- Have knowledge of Quality Management Systems its principles and relevant legislation and legal requirements.
- Baby Friendly Hospital Initiative.

- NZCOM Midwives Handbook for Practice.
- The midwife is accountable for her practice and takes every reasonable opportunity to sustain and improve her knowledge and professional competence. This includes having knowledge of different cultural beliefs and practices regarding pregnancy and childbirth.

### Personal Qualities

- Demonstrate an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role.
- Take care of own physical and mental wellbeing, and have the stamina needed to go the distance.
- Maximise the quality and contributions of individuals and teams to achieve the organisation's vision, purpose and goals.
- Establish and maintain positive working relationships with people at all levels within the public and private sectors, related industry and community interest groups and the wider national and international communities.
- Demonstrate a strong drive to deliver and take personal responsibility.
- Demonstrate self-awareness of your impact on people and invests in your own leadership practice to continuously grow and improve.
- Demonstrate the highest standards of personal, professional and institutional behaviour through commitment, loyalty and integrity.
- Is motivated to provide a high standard of midwifery practice.
- Is motivated to maintain positive changes in women's care and midwifery practice.
- Is caring and empathetic and will demonstrate excellent listening skills.
- Has good interpersonal skills and is able to communicate effectively, clearly and concisely - orally and in writing.
- Has good public relation skills.
- Ability to deal with unexpected and emergency situations.
- Motivation/willingness to improve knowledge of own workload.
- Is accepting that the manifestations of providing continuity of care is being on call for 24 hours for the rostered days.
- Initiative and ability to be flexible.

*This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.*

### Changes to Position Description

From time to time it may be necessary to consider changes to the position description in response to the changing nature of our work environment – including technological requirements or

statutory changes. This Position Description may be reviewed as part of the preparation for your annual performance and development review.

**Acknowledged/ Accepted:**

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**Employee name and signature**

**Date**

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**Manager name and signature**

**Date**