



## POSITION DESCRIPTION

**Position title:** Lymphoedema Therapist

**Business area:** Encompass Health

**FTE:** As per Conditions of Employment

**Reports to:** Business Manager

<b>Our Vision</b>	Leading cancer care in Aotearoa – we bring inspiration and innovation together to positively impact the lives of New Zealanders.
<b>Our Mission</b>	To be the client’s choice for world class cancer care delivered by people with passion.
<b>Our Values</b>	<p><b>Excellence</b> We deliver outstanding care to our clients with a focus on continuous improvement.</p> <p><b>Resilience</b> We are flexible and responsive to the needs of our clients and our people.</p> <p><b>Collaboration</b> We work in partnership with our clients, their whānau, and our staff.</p> <p><b>Integrity</b> We act with authenticity and to the highest standard of performance and conduct.</p>

## POSITION OBJECTIVE

- To be professionally accountable for quality lymphoedema management of patients.
- To facilitate the functioning of an environment conducive to patient and staff safety and wellbeing.
- To support the business objectives of Encompass Health

## FUNCTIONAL RELATIONSHIPS

Internal	External
<ul style="list-style-type: none"> <li>• Encompass Health team</li> <li>• Information Technology colleagues</li> <li>• St George’s Cancer Care Centre colleagues</li> <li>• St George’s Hospital colleagues</li> <li>• Cancer Society staff</li> </ul>	<ul style="list-style-type: none"> <li>• Clients and whānau</li> <li>• Referrers</li> <li>• Community organisations</li> <li>• Oncology related organisations and not for profits</li> </ul>



**KEY AREAS OF ACCOUNTABILITY**

Area of Accountability	Expected Results
<p><b>Professional Practice</b> To ensure a safe clinical environment for patients, staff and visitors</p>	<ul style="list-style-type: none"> <li>• Provides lymphoedema care and treatment in accordance with professional boundaries and guidelines.</li> <li>• Takes responsibility for maintaining skills, knowledge, and competencies as per hospital policies and procedures.</li> <li>• Provides, facilitates, advocates, and evaluates lymphoedema care that is evidence-based and is responsive to patient needs.</li> <li>• Maintains clear and accurate records ensuring compliance with the documentation requirements of the organisation.</li> <li>• Ensures appropriate communication of patient health assessment information.</li> <li>• Respects privacy, confidentiality of patients, staff, and consultants.</li> <li>• Uses Information Technology as required with relevant training (Microsoft Word, Microsoft Outlook, and relevant client management systems such as Mindbody).</li> <li>• Establishes and maintains a therapeutic relationship with clients / family / whānau / caregivers and relevant others.</li> <li>• Encourages patient autonomy, self-determination, and management.</li> </ul>
<p><b>Leadership, Interpersonal Relationships/Teamwork</b> To ensure effective teamwork, communicate effectively with patients, colleagues, other health professionals and the public.</p>	<ul style="list-style-type: none"> <li>• Develops and sustains positive internal and external relationships, through communication and consultation.</li> <li>• Ensures an environment that fosters communication and teamwork and collegial support to all Encompass staff and the broader community.</li> <li>• Appreciates and respects the contribution of others within the team.</li> <li>• Contributes positively to the goals of the team and the organisation.</li> <li>• Promotes a culture of professional development by engaging with staff and initiating strategies to promote professional growth whilst recognising individual abilities and organisational needs.</li> <li>• Communicates honestly and openly with team members.</li> <li>• Mentors, coaches, acknowledges, empowers, and challenges staff.</li> <li>• Respects and supports staff when they make ethical decisions.</li> <li>• Ensures all communication reflects an ability to support and guide people experiencing loss or grief or increasing dependence.</li> <li>• Interprets and adheres to lines of authority and uses proper channels of communication.</li> <li>• Accepts and effects constructive change and/or criticism.</li> </ul>



Area of Accountability	Expected Results
<p><b>Quality Improvement</b> To maintain a high level of quality improvement</p>	<ul style="list-style-type: none"> <li>• Participates actively in quality improvement activities.</li> <li>• Initiates, participates in and evaluates audits and uses outcomes to improve service provision.</li> <li>• Participates in other appropriate quality improvement activities as requested/required.</li> <li>• Participates actively in the maintenance of the ACC Workplace Safety Management standards, Ministry of Health Certification and QHNZ Accreditation process status.</li> <li>• Documents and reports accidents and incidents accurately in accordance with Hospital policy.</li> <li>• Actively participates in quality assurance programmes and audits, to monitor and improve standards of care, completing requested documentation and audit activities within specified timeframes.</li> <li>• Supports continuous quality improvement.</li> </ul>
<p><b>Professional development</b> To maintain a high level of professional development</p>	<ul style="list-style-type: none"> <li>• Maintains and enhances current knowledge and skill base.</li> <li>• Participates in an annual performance appraisal and the setting of performance objectives.</li> <li>• Undertakes responsibility for meeting all the mandatory requirements of the Professional body and the Organisation.</li> <li>• Fosters an environment conducive to learning, enquiry and research.</li> <li>• Maintains an excellent knowledge of supporting equipment in specialty area and is able to trouble shoot.</li> </ul>
<p><b>Inter-professional Healthcare and Quality Improvement</b> To maintain a high level of quality improvement</p>	<ul style="list-style-type: none"> <li>• Actively participates in quality assurance programmes and audits, to monitor and improve standards of care, completing requested documentation and audit activities within specified timeframes.</li> <li>• Participates in the maintenance of the ACC Workplace Safety Management standards, Ministry of Health Certification, QHNZ Accreditation and BFHI certification.</li> <li>• Participates in the development and review of written standards.</li> <li>• Communicates modifications to procedures and policies as they occur.</li> </ul>
<p><b>Organisational Culture</b> To support a strong and positive image of Encompass Health within the community and with key internal and external stakeholders</p>	<ul style="list-style-type: none"> <li>• Promotes harmonious working relationships within the department and with departmental “Users”.</li> <li>• Understands and promotes the concept of internal and external customers (e.g. clients, colleagues and clinicians) and the need for a “customer focus”.</li> <li>• Assists in facilitating positive inter-departmental relationships.</li> <li>• Maintains confidentiality in respect to St George’s operations, business, employees, clients and clients.</li> <li>• Adheres to St George’s policies and procedures.</li> </ul>
<p><b>Cultural understanding and commitment to Te Tiriti o Waitangi</b></p>	<ul style="list-style-type: none"> <li>• Demonstrates an understanding of and commitment to our responsibilities of Te Tiriti o Waitangi.</li> <li>• Respects diversity of cultural, this may include age, gender, sexuality, ethnicity, culture, disability, or beliefs.</li> </ul>
<p><b>Health &amp; Safety</b></p>	<ul style="list-style-type: none"> <li>• Complies with and supports all health and safety policies, guidelines, and initiatives.</li> </ul>



Area of Accountability	Expected Results
To ensure a safe working environment	<ul style="list-style-type: none"> <li>Ensures all incidents, injuries and near misses are reported reviewed and evaluated</li> </ul>
<b>Organisational effectiveness</b> To contribute to the cost effectiveness and changing needs of the business	<ul style="list-style-type: none"> <li>Sets appropriate priorities for workload.</li> <li>Looks for ways and means to actively and effectively promote cost effectiveness.</li> <li>Accurately completes cost accounting documents as appropriate.</li> </ul>
<b>Other duties</b> To undertake other duties from time to time as requested by the practice manager	<ul style="list-style-type: none"> <li>Performs such duties in a timely, accurate manner and in accordance with St George's Hospital/ Encompass Health policies and procedures.</li> </ul>

## QUALIFICATIONS, EXPERIENCE AND PERSONAL QUALITIES

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Qualifications and registration relevant to the role from an allied discipline eg Registered Physiotherapist, Registered Nurse, Massage Therapist, Radiation Therapist.</li> <li>Holds a current practicing certificate.</li> </ul>	
<b>Experience &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>Lymphoedema management.</li> </ul>	<ul style="list-style-type: none"> <li>Experience in cancer rehabilitation.</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>Shows respect for people.</li> <li>Uses initiative.</li> <li>Is proactive and innovative.</li> <li>Is an effective communicator.</li> <li>Is genuinely caring and friendly.</li> </ul>	