

POSITION DESCRIPTION

Position Title	Clinical Informatics Specialist
Business area:	Clinical Informatics
FTE:	As per Conditions of Employment
Reports to:	Clinical Informatics Manager



Our Purpose

Our Mission :

Excellence in health care within a culture of caring

Our Vision :

To be an innovative centre of excellence, where people choose to receive health care and people love to work.

Our Values:

Four core values:

- Do the Right Thing
- Aim for Excellence
- Caring for All
- Work Better Together

Position Objective

To support the safe, effective implementation, optimisation and maintenance of St George's Hospital clinical information systems. The role partners with clinical, operational and technical stakeholders to ensure digital solutions are clinically fit for purpose, responsive to evolving clinical and business needs, and contribute to safe, efficient, person-centred care.

Functional Relationships

Internal:	External:
• Operating Theatre Services Manager • Ward Services Manager • Cardiology Service Manager • Quality Manager • Clinical Flow Services Manager • Clinical Nurse Specialists • Charge Nurses • Hospital Manager • Chief Digital Officer • Hospital Coordinators • Learning and Development team • Infection Prevention and Control Manager • IT team • All St Georges Hospital colleagues	• Clinicians • Allied Health Professionals • Software vendors

Key Areas of Accountability

Area of Accountability	Expected Results
Clinical information systems To assist in the development, implementation, optimisation and maintenance of clinical information systems deployed throughout the hospital.	• Facilitates ongoing evaluation of clinical information systems to assess clinical usability, safety, adoption, workflow impact and value to the organisation • Facilitates the active participation of end users in the selection, implementation, utilisation, and evaluation of clinical information systems, ensuring systems utilised meet both the clinical and business needs of the hospital • Works with clinical teams to map and analyse current and future workflows, identify safety and efficiency impacts, and support the appropriate configuration and use of clinical information systems so that it adds value to clinical processes • Provides ongoing clinical support in person, via phone or remote technology to ensure proper system utilisation and outcome optimisation (as defined by the manager), training updates • Supports consistent clinical documentation, data definitions and data capture practices. Works with relevant stakeholders to identify and address data-quality issues, promote appropriate access and use of clinical information, and ensure information supports clinical care, reporting, audit and service improvement • Identifies and quantifies, from a clinical perspective, business risks associated with new health information technology opportunities • Clinical safety and risk: Applies a clinical safety lens to the design, configuration, testing, implementation and optimisation of digital systems. Identifies, documents and escalates unintended workflow consequences, risks to patient safety, privacy, data quality and continuity of care. Contributes to mitigation planning, issue resolution and post-implementation review
Interpersonal Relationships/ Teamwork To ensure effective teamwork and contribute to the achievement of St George's vision and strategic plan To communicate effectively and work collaboratively with patients, colleagues, clinical and non-clinical colleagues, technical specialists, vendors and other stakeholders.	• Maintains approachability and an open, effective communication style • Models St George's Hospital vision, values, and goals • Respects lines of authority and uses proper channels of communication • Is open and receptive to feedback • Establishes collaborative networks across teams for mutual benefit • Collaborates with peers to achieve strategic goals • Reinforces patient/consumer focus through education, practice, policies and/or procedures • Responds to the changing needs of consumer groups and appropriately plans education and practice development initiatives to meet service need • Creates a culture of patient/client focus through person-centered care • Expresses information effectively, both orally and in writing, adjusts language and style to the recipients and considers their frame of reference

Area of Accountability	Expected Results
Professional Development To maintain a high level of professional development	• Maintains own professional development and mandatory training • Demonstrates a commitment to participating in continuing education and acquisition of further knowledge, skills, and credentials • Fosters an environment conducive to learning, enquiry and research • Participates in Performance Planning and review
Quality Improvement To maintain a high level of quality improvement	• Participates actively in quality improvement activities by planning, implementing and evaluating improvements • Initiates, participates in design and evaluates audits and applies outcomes to improve service provision • Participates actively in Ministry of Health Certification and Accreditation process status • Documents and reports incidents accurately in accordance with hospital policy
Organisational Culture To support a strong and positive image of St George's within the community and with key internal and external stakeholders	• Understands and promotes the concept of internal and external customers (e.g. patients, colleagues and clinicians) and the need for a "customer focus" • Assists in facilitating positive inter-departmental relationships • Maintains confidentiality in respect to St George's operations, business, colleagues, consumers/clinicians and patients • Models St George's values and adheres to St George's policies and procedures
Te Tiriti o Waitangi	• Understands and has knowledge of Te Tiriti o Waitangi • Collaborates with colleagues regarding the integration of Te Tiriti principles in practice • Displays a willingness to work positively with organisational strategies to improve outcomes for Māori
Cultural safety	• Applies culturally safe and responsive practice when engaging with patients, whānau, colleagues, clinicians and other stakeholders, and considers how digital systems, data collection and workflows may affect diverse groups • Contributes to an inclusive workplace that values diversity
Health & Safety	• Actively demonstrates sound health and safety behaviours, complies with all health and safety policies, procedures, guidelines, instructions and safe work practices • Takes reasonable care for their own health & safety • Takes reasonable care that their actions or omissions do not adversely affect the health & safety of others at work • Participates in health and safety initiatives, consultation and continuous improvement activities • Promptly reports hazards, incidents, injuries and near misses through our H&S reporting tool
Organisational effectiveness To contribute to the cost effectiveness and changing needs of the hospital business	• Looks for ways and means to promote cost effectiveness actively and effectively • Identifies appropriate priorities for workload

Area of Accountability	Expected Results
Other Duties To undertake other duties as requested by Hospital Management from time to time	• Undertake other duties consistent with the scope, purpose and level of the role as reasonably required • Performs such duties in a timely, accurate manner and in accordance with St George's Hospital policies and procedures

Qualifications, Experience and Personal Qualities

	Essential	Desirable
Qualifications	• NZ Registered Health Professional • Holds a current relevant practicing certificate that allows you to practice in New Zealand	• Post graduate education (or working towards) in digital health or other relevant health information management education
Experience & Knowledge	• Previous clinical experience • Experience leading or participation in the implementation of change in a clinical setting	
Personal Attributes	• Strong communication and interpersonal skills • Ability to work autonomously • Ability to work collaboratively as part of a multi-disciplinary team • Proactive and innovative	