

Key Areas of Accountability

Area of Accountability	Expected Results
<p>Health information technology</p> <p>To assist in the development, implementation and maintenance of health information technology systems deployed throughout the hospital.</p>	<ul style="list-style-type: none"> • Facilitates ongoing evaluation of health information technology systems to maximise value to the organisation • Participates in the review & recommendations for software upgrades & modifications of health information technology systems. • Assist in testing end to end system functionality for software upgrades to health information systems. • Facilitates the active participation of end users in the selection, implementation, utilisation, and evaluation of health information technology, ensuring systems utilised meet both the clinical and business needs of the hospital. • Works with clinical teams to understand workflows to enable the appropriate use of health information technology ensuring value added 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 and customer retention. • Contributes to the development and maintenance of procedures to enable the collection of reliable data, ensuring that information is accurate and able to be delivered in a timely and efficient manner. • Identifies and quantifies, from a clinical perspective, business risks associated with new health information technology opportunities
<p>Interpersonal Relationships/Teamwork</p> <p>To ensure effective teamwork and contribute to the achievement of St George's vision and strategic plan</p> <p>To communicate effectively with patients, colleagues, other health professionals and the public.</p>	<ul style="list-style-type: none"> • 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/client focus through education, practice, policies and/or procedures. • Responds to the changing needs of client 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.
<p>Professional Development</p> <p>To maintain a high level of professional development</p>	<ul style="list-style-type: none"> • 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. • Acts as a role model for nurses and other departmental staff • Participates in Performance Planning and review.
<p>Quality Improvement</p> <p>To maintain a high level of quality improvement</p>	<ul style="list-style-type: none"> • 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.

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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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, employees, clients and patients. Models St George’s values and adheres to St George’s policies and procedures.
Cultural understanding and Te Tiriti o Waitangi	<ul style="list-style-type: none"> Demonstrates an understanding of and commitment to our responsibilities of Te Tiriti o Waitangi. Respects cultural diversity, this may include age, gender, sexuality, ethnicity, culture, disability or beliefs.
Health & Safety	<ul style="list-style-type: none"> Complies with and supports all health and safety policies, guidelines, and initiatives. Ensures all incidents, injuries and near misses are reported in our H&S reporting tool.
Organisational effectiveness To contribute to the cost effectiveness and changing needs of the hospital business	<ul style="list-style-type: none"> Looks for ways and means to promote cost effectiveness actively and effectively. Identifies appropriate priorities for workload.
Other Duties To undertake other duties as requested by Hospital Management from time to time	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> NZ Registered Health Professional Holds a current relevant practicing certificate that allows you to practice in New Zealand Relevant post graduate education (or working towards) related to digital health or relevant health services management 	
Experience & Knowledge	<ul style="list-style-type: none"> Previous clinical experience Experience leading or participation in the implementation of change in a clinical setting 	

	Essential	Desirable
Personal Attributes	<ul style="list-style-type: none">• Strong interpersonal skills• Ability to work autonomously• Proactive and innovative	