

POSITION DESCRIPTION

POSITION	PHYSIOTHERAPIST
DATE	May 2025
PRIMARY PURPOSE OF POSITION	Providing physiotherapy assessment, treatment, and management to clients across QE Health's contracted services
RESPONSIBLE TO	Clinical Lead Clinical Director
FUNCTIONAL RELATIONSHIPS	Clients and family All QE Health personnel as required
LIMITATIONS OF POSITION	Must consult with CEO, Clinical Director, Allied Health Coordinator when: <ul style="list-style-type: none"> integrating new programmes or to alter Physiotherapy service
HOURS OF WORK	As per IEA

PERFORMANCE EXPECTATIONS

Key Tasks	Expected Actions/Results
Performance Measures	<ul style="list-style-type: none"> Service Delivery primarily delivery of services for ACC Concussion Other contracts as appropriate Achieve a minimum of 60% efficiency (billed hours). billed hours include: <ul style="list-style-type: none"> as per ACC Concussion Service schedule Physiotherapy treatments or assessments Delivery of any education classes Report writing.
Client Care	<ul style="list-style-type: none"> Provide safe and effective physiotherapy assessment and treatment to clients within your scope of practise. Explain treatment, alternatives and gain informed consent and document. Use competent treatment skills, warn clients of any dangers, and perform safety tests. Assess issues and explains the use of assistive devices and documents as appropriate. Keep accurate clinical records and documentation that meet the policy for documentation Consult medical and other relevant records if necessary. Liaise with external health care providers and community-based organisations to ensure the best care for the client is provided Accurately complete internal or external referral paperwork

Physiotherapist Role Specific Duties	<ul style="list-style-type: none"> • Clinical role: <ul style="list-style-type: none"> ▪ Provide assessment and treatment for ACC Concussion clients ▪ Triage referrals ▪ Plan, facilitate and present client education classes as required. ▪ Participate in clinical teaching of students and other staff as necessary. ▪ Maintain clinical records at an industry standard. • Other <ul style="list-style-type: none"> ▪ Assist with peer reviews, note audits ▪ Provide clinical support junior physios. ▪ Quality improvement initiatives relating to physiotherapy practice.
Health and Safety	<ul style="list-style-type: none"> • Company health and safety policies are read and understood and relevant procedures applied to their own work activities. • Comply with company, and professional body legislation and requirements. • Takes responsibility for personal health and safety, and of clients and staff • Awareness of all health and safety policy and procedures. • Identify workplace hazards • Workplace hazards are identified and reported, including self-management of hazards • Manage your personal health and wellbeing, including complying with scheduled work breaks and workplace health and safety requirements.
General	<ul style="list-style-type: none"> • Be able to use a computer based clinical note system to access, store and retrieve client data and information for assessment and treatment sessions • Other duties as may be reasonably assigned to this position and for which the position holder has received adequate training or instruction.

SELF-MANAGEMENT

- Prompt timekeeping.
- Management of work and organisation of workload.
- Manage your time to adhere to daily rosters
- Maintain self-development using available resources, identify, and suggest developmental training needs.
- Be adaptable and respond appropriately to on-going changes.
- Maintain business standards for behaviours and professionalism at all times

TEAM PLAYER

- Instruction of Assistants.
- Attend and contribute towards Allied Health and Physiotherapy team meetings and MDT meetings as necessary.
- Support and encourage other team members.
- Identify and/or develop collaborative working relationships.
- Contribute to the wider team by supporting projects and wider QE Health activities.
- Actively contributes to the development and success of QE Health's performance.

COMMUNICATION

- Responds appropriately to patients/staff questions, requests, and problems.
- Establishes and maintains a rapport and trust with patients/ staff.
- Communicates clearly and appropriately within own team and with other teams in QE Health.
- Uses skills to clarify and to confirm understanding of information received.

PROFESSIONAL DEVELOPMENT

- Seeks to learn, develop and improve own practice.
- Contributes to continuous quality improvement in QE Health-wide service delivery.

- Participate in regular Professional supervision.

LEGAL AND ETHICAL RESPONSIBILITIES

- Acknowledges own personal beliefs and values, and works in a way that respects the right of others to hold their own personal beliefs and values.
- Operates within the intent of the Treaty of Waitangi by demonstrating cultural awareness through partnership, protection, and participation.
- Complies with patients/staff confidentiality and privacy regulations.
- Challenges practices that could compromise patients/staff safety, dignity, or privacy.
- Recognises expectations and limitations of own practice, i.e. scope of practice.
- Takes responsibility for own actions and outcomes.

SAFE ENVIRONMENT RESPONSIBILITIES

- Complies with relevant legislation, codes of practice and organisational policies and procedures.
- Takes responsibility for personal health and safety, and of clients and staff.
- Demonstrates a working knowledge of QE Health procedures in emergency and disaster situations.
- Undertakes any other duties requested by the employer from time to time.

PERSON SPECIFICATION

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Degree or Diploma in Physiotherapy • NZ Registration in Physiotherapy • Current Annual Practising Certificate 	<ul style="list-style-type: none"> • Member of the Society of Physiotherapy • Post-graduate qualification
Experience	<ul style="list-style-type: none"> • Demonstrated competency in Physiotherapy practice • Knowledge of:- <ul style="list-style-type: none"> ○ Physiotherapy Code of Ethics ○ Privacy Act ○ Patient Code of Rights and Responsibilities ○ Treaty of Waitangi 	<ul style="list-style-type: none"> • Experience in Rheumatology and musculoskeletal conditions • Rehabilitation
Skills	<ul style="list-style-type: none"> • Effective communication and interpersonal skills • Effective time management 	<ul style="list-style-type: none"> • Accredited Assessor • Basic First Aid • Computer skills
Qualities	<ul style="list-style-type: none"> • Ability to work effectively and collaborate in a team • Flexible and adaptable • Self-directed • Show willingness to share duties 	

