



## **Doctor**

You will provide exceptional frontline medical care on Mt Ruapehu and assist in the planning and documentation of the Mt Ruapehu Medical Centre services with regard to meeting ACC standards.

Working closely with internal and external stakeholders, including safety services team, ski area guests, St John Ambulance, National Air Desk, Police, Hospitals, Pharmacies and Suppliers to ensure coordinated medical care for patients.

### **KEY RESPONSIBILITIES**

#### **OPERATIONAL:**

- Deliver acute medical care in accordance with the Tūroa and Whakapapa Medical Centres policies, procedures and work to current evidence-based medical guidelines.
- Assist with the provision of medical facilities in keeping with stated company goals.
- Assist with the medical training and ongoing education of Safety Services staff.
- Perform any duties as requested by the Practice Manager, Supervisor and Lead Doctor as required to enhance the performance of the Company and assist in achieving company goals.
- Actively foster a service-focused culture within the Company.
- Maintain safe, clean and tidy work areas.
- Actively seek new methods and suggestions to improve the efficiency of the operation.
- Attend and participate in weekly staff meetings and any scheduled full departmental or company staff meetings.
- Participating in internal and external audits to meet audit requirements and implement corrective actions.
- Assist with internal audits relating to medical and nursing duties these include but are not limited to; infection prevention and control, HDC code of rights, medical notes, and x-ray interpretation.
- Assist with clinic stock take and ordering when required.
- Assisting Practice Manager with budgeting for Medical Centres by maximising expenditure savings where possible.
- Maintain professional development by partaking and delivering education sessions to clinic staff and safety services team.
- Assist Nurses in ensuring vaccines/medication storage is compliant with RAL Cold Chain standards and policies.
- Carry out projects as requested by the Practice Manager, NSC, Lead Doctor and perform any other duties required to enhance the performance of the company and assist in achieving company goals.

#### **HEALTH & SAFETY AND COMPLIANCE:**

- Encourage and maintain an environment which promotes quality service delivery and safety for all patients and staff.
- Assist in carrying out annual review of the Departmental Risk Register for the department and ensure new hazards are identified and actioned as required.
- Responsible for reporting incidents, adverse events, complaints and follow up corrective actions in a timely manner.
- Assist in investigating workplace accidents within the department.
- Adhere to all company policies and procedures and become a role model for staff within the department.
- Discussing incidents, adverse events, and corrective actions at monthly staff meetings.
- Ensure clinics policies and procedures are reflective of current legislation.

#### **COMMUNICATION:**

- Ensure a high level of communication with the Practice Manager, NSC, Lead Doctor, Ski Area Leadership Team, and all Ski Area employees.



- Ensure external parties are communicated with and kept up to date with information. Maintain a high level of communication with all other relevant external parties.

## KEY REQUIREMENTS

### QUALIFICATIONS AND EXPERIENCE:

- Four years post-grad experience, with minimum 6months Emergency Medicine experience mandatory.
- Current Core Advanced Life Support certificate required (within 2 years).
- Orthopaedic, General Practice and Anaesthetic experience valued.
- Current annual practising certificate.
- Current medical indemnity insurance.

### SKILLS AND KNOWLEDGE

\*Must complete self-assessment of core skill competencies, as part of application.

- Knowledge of the New Zealand health system, particularly ACC.
- Suturing and plaster casting experience.
- Experience in X-ray and ECG interpretation.
- Experience in closed reduction techniques and fracture management.
- Computer literate.
- Skilled in developing and maintaining guest relationships.
- Ability to effectively communicate with staff, peers, and stakeholders at all levels, including explaining technical or complex information in simple terms.

### PERSONAL QUALITIES:

- Commitment to a strong guest service ethic.
- Confident to work without supervision.
- High level of accuracy.
- Punctual and reliable.
- High energy levels.
- A quick response to requests, ideas and suggestions in a non-defensive way.
- A tolerance for uncertain market and weather conditions.
- Flexible approach to work schedules, guest needs and the strategic direction of the organisation.
- Tactfulness and helpfulness in dealing with others.
- Effective negotiation skills.
- Builds effective working relationships with a wide range of people.
- Ability to be adaptable to new policies and procedures as per Best Practice Guidelines.

### OTHER REQUIREMENTS

- Able to provide evidence of Hepatitis B vaccination, we **require laboratory evidence of immunity** (antibody > than 10mIU/ml).