NURSE DONATION SPECIALIST
POSITION DESCRIPTION

Summary of role and responsibilities

The Nurse Donation Specialist is responsible for raising awareness of, and providing clinical and educational services, on organ and tissue donation for all medical, nursing and allied health staff that come into contact with the donation process. The Nurse Donation Specialist will also facilitate organ and tissue donation by working with hospital teams and the DonateLife Network staff to identify and convert potential organ and tissue donors to actual donors.

Specifically, within the context of the DonateLife Clinical Practice Improvement Program (CPIP), the Nurse Donation Specialist is responsible for:

- Championing the use of nationally consistent Clinical Triggers to improve the identification of potential organ and tissue donors;
- Facilitating organ and tissue donation by working with hospital staff to ensure that 100% of potential donors are identified and optimise actual donations;
- Educating medical, nursing and allied health staff in Intensive Care Units (ICUs), Emergency Departments (EDs), Operating Theatres (OTs), the health service and the local community in accordance with programs as agreed by the DonateLife Network;
- Facilitating the provision of support as required for hospital staff and individuals and families involved in the organ and tissue donation process;
- Liaison between ICUs, EDs, OTs, DonateLife Agency staff, eye and tissue banks and Outreach hospitals\(^1\), to identify and manage barriers to organ and tissue donation;
- Implementing, monitoring and evaluating the CPIP in their hospital;
- Attending the core and practical Family Donation Conversation (FDC) workshops and meeting repeat attendance requirements.
- Supporting the implementation of the best practice consent model and actively encouraging adoption of the model at the hospital level
- Collecting data and reporting against the performance targets and goals as set by the DonateLife Network
- Providing education and support to community-based activities.

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\(^1\) Private hospitals co-located with a public hospital and/or staffed by a similar group of intensive care specialists and satellite public hospitals that are geographically associated with a larger hospital and have a relationship through patient referral patterns, staff rotation, etc.
# DONATELIFE VICTORIA

## ORGAN AND TISSUE DONATION NETWORK

### Qualifications

The Nurse Donation Specialist will:

- Be registered or eligible for nursing registration by the Australian Health Practitioner Regulation Agency (APHRA), and who holds, or is eligible to hold, a current practicing certificate;
- Hold post-registration qualifications in a specialty field relevant to organ and tissue donation e.g. ICU, ED, Operating Theatre or transplantation;
- Have at least 5 years full time equivalent post registration experience, with at least 3 years full time equivalent experience in the specialty field.

### Skills, experience and personal attributes

The Nurse Donation Specialist will have:

- Commitment to champion, educate and lead other health professionals to improve organ and tissue donation rates and outcomes;
- The ability and values needed to inspire and drive significant change;
- Personal resilience and strength to overcome adversities and find solutions to complex problems;
- Ability to work independently as a sole incumbent in the specialty field;
- Ability to communicate with influence including active listening;
- Excellent interpersonal skills, including the ability to easily build rapport with a diverse range of stakeholders;
- A strong interest / working knowledge of organ and tissue donation and the complexities associated with end of life care, grief and loss; and
- Demonstrated highly developed writing and oral presentation skills and proficient use of a wide range of software.

### Summary

**Funding:** Commonwealth  
**Employer:** Hospital or health service as applicable  
**Report to:**  
- A senior administrator/manager (e.g. hospital Director of Nursing or Senior Nurse Manager in a relevant unit) on a daily operational basis;  
- The Clinical Network Manager of DonateLife Victoria, and ultimately to the Victorian Medical Director of Organ and Tissue Donation, in an organ and tissue donation program capacity, including performance and compliance with the national framework.
The selection of suitable appointees requires the agreement of the DonateLife Victoria Agency Clinical Network Manager or Director or Nursing and Operations.

Internal hospital performance review will be undertaken at least annually.

### Nurse Donation Specialist - Specific Requirements & Key Performance Outcomes

| Governance, Clinical Leadership & Reporting | • Manage the implementation of the DonateLife Clinical Governance Framework (CGF) and associated Clinical Practice Improvement Program (CPIP) within the hospital, include the development of, and regular progress reporting against, the Hospital Action Plan (HAP) to guide practice improvement.  
• Embed organ and tissue donation into the existing frameworks and functions of the hospital including the review of donation activity and performance within appropriate committee structures  
• Participate on a hospital Organ and Tissue Donation Committee, which includes involvement of senior clinicians and hospital executive, that provides oversight of implementation of the DonateLife CGF and CPIP, and ensures that key performance outcomes are met  
• Contribute to Victorian working groups to further Victorian and National strategic priorities, education and donation awareness raising  
• Undertake the DonateLife Audit of hospital deaths in accordance with the DonateLife Audit Guide |
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| Professional Development | • Attend bi-monthly DonateLife Victoria Network meetings (≥ 80% attendance required over a 12 month period)  
• Participate in communication training by attending the DonateLife Family Donation Conversation (FDC) Workshops  
• Involvement in all relevant national education and training activities |
| Education & Raising Awareness | • Provide education to clinicians in key hospital areas, including medical and nursing staff in intensive care, emergency department and operating theatres  
• Undertake education and awareness raising activities in the broader hospital community, including general medical and nursing staff, hospital executive and non-clinical staff and also in Outreach hospitals*  
• Contribute to awareness raising and donation promotion activities within the general community  
• Include planning and reporting of education and activities in the annual Hospital Local Action Plan |

*Outreach hospitals are private hospitals co-located with a public hospital and/or staffed by a similar group of intensive care specialists and satellite public hospitals that are geographically associated with a larger hospital and have a relationship through patient referral patterns, staff rotation, etc.
| Donor Identification, Consent & Follow up | • In the HAP include and implement strategies that seek to achieve the national targets for donor identification, request, consent and conversion, as per nationally agreed definitions and measures outlined in the DonateLife Audit Guide:
  - Potential organ donors identified: Target 100%
  - Potential organ donors have donation requested: Target 100%
  - Consent rate optimised: Target 75%
  - Organ donation conversion rate optimised: Target 70%
• Champion the use of nationally consistent clinical triggers to improve the identification of potential organ and tissue donors
• Integrate consideration of organ and tissue donation with other end-of-life care decisions and processes
• Participate in the donation coordination process, including taking of blood for tissue typing and serology, reviewing past medical history to ascertain medical suitability, obtaining information from other sources (general practitioner, other hospitals, pathology services), under the direction of the Donation Specialist Nursing Coordinator (Donor Coordinator).
• Ensure that the Australian Organ Donor Register (AODR) is accessed prior to raising donation with families: Target 100%
• Ensure that families of potential donors receive accurate and sufficient information to enable them to make an informed decision about donation
• A FDC Trained Requestor participates in 100% of Family Donation Conversations
• Provide support to families of potential donors
• Undertake a local case review after all actual and potential donor cases, attended by relevant clinical staff (target 100%) |
| Work Health & Safety | • Comply with hospital Occupational Health and Safety policy and procedure(s) and meet legislative requirements |
| Risk Management | • Each employee is responsible for their own risk management, which will/may include the identification, assessment, and prioritisation of risks
• Reporting of risks to the relevant Supervisor/Manager is essential |