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## POSITION DESCRIPTION

### **POSITION: Registered Nurse**

**Unit/ Specialty Area:** Critical Care Unit

**Classification:** Registered Nurse Grade 2 YP2 – YP11

**Direct position report:** Nurse Unit Manager

**Organisational position report:** Operational Director; Director of Clinical Services

**Employment type:** Full time, Part Time and Casual

**Location:** Northeast Health Wangaratta

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## OUR VISION

**To be recognised leaders in rural healthcare**

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## OUR VALUES

▶ **CARING**    ▶ **EXCELLENCE**    ▶ **RESPECT**    ▶ **INTEGRITY**    ▶ **FAIRNESS**

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## ROLE DESCRIPTION

The Registered Nurse is a member of the multidisciplinary healthcare team and is responsible for ensuring that clinical practice and delivery of care is consistent with the Nursing and Midwifery Board standards, competency standards, NHW Nursing and Midwifery Capability Framework domains of practice, NHW values and code of conduct.

You will be responsible for providing patient centred comprehensive, safe, evidence based practice across a range of contexts.

You will be responsible for performing self-assessment of scope of practice and competence related to your assigned responsibilities and retain responsibility for individual actions and accountability for the care you provide.

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## KEY ACCOUNTABILITIES



### Direct Comprehensive Care

- Fulfil duty of care, understanding and practicing within own scope of practice in accordance with Nursing and Midwifery Board of Australia guidelines
- Provides safe and effective care, integrating nursing and healthcare knowledge, skills and attitudes
- Demonstrates a patient and family centred approach to patient care throughout the patient stay
- Promotes a safe and secure physical and psychosocial environment that is responsive to the needs of individuals/groups regardless of race, cultural, religion, age, gender and sexual orientation.
- Conducts and documents a systematic nursing assessment
- Gathers and interprets assessment data to formulate patient centred plan of care
- Accurately documents components of care
- Proficiently preforms specific specialty care and procedures
- Demonstrates commitment to utilising HWE tactics in patient care



### Support of Systems

- Fulfil duty of care, aligning with NHW models of care, Hardwiring excellence tactics
- Utilises NHW systems to document and record activity
- Participates in & contributes to Quality Improvement activities



### Education

- Participates in professional development to enhance nursing practice
- Provides effective and timely supervision to ensure delegated care is safety and accurately provided



### Research

- Practices is informed by evidence based practice framework, standards and clinical guidelines
- Uses critical thinking in assessing and evaluating health information and research.
- Participates in quality improvement and research projects



## Professional Leadership

- Practices in accordance with nursing practice and healthcare legislation
- Practices within a professional and ethical framework
- Demonstrates commitment to development of self
- Behaviours align with NHW values, kindness charter and standards of behaviour
- Meets NMBA continuing professional development practice standards
- Achieves NHW expected competencies within designated timeframes
- Maintains a current professional development portfolio demonstrated by attending and participating in relevant courses, workshops, lectures, tele/video conferences.

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## QUALIFICATIONS & EXPERIENCE

### ESSENTIAL

- Tertiary qualification in Nursing
- Post Graduate Certificate in Critical Care
- Demonstrated evidence to ongoing personal and professional development
- Demonstrated evidence of well-developed oral and written interpersonal, communication skills including conflict resolution skills
- Demonstrated evidence of computer and digital competence
- Demonstrated ability to work within a multidisciplinary team
- Demonstrated evidence of excellent time management and organisational skills
- Demonstrated knowledge and commitment to evidence based practice and quality improvement

### DESIRABLE

- An understanding of contemporary nursing theory and practice and issues affecting nursing practice in a rural setting

### ADDITIONAL REQUIREMENTS

- Current registration with AHPRA as a Registered Nurse/Registered Midwife
- Employees are required to provide and maintain required immunization and serology records
  - Vaccination category - Covid-19 Vaccination and yearly Flu Vaccination required

### All staff must have and remain current for continued employment the following:

- National Police Check (renewed every 3 years)
- Working with Children Check (renewed every 5 years)
- Statutory Declaration for applicable workers who have lived overseas

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## RELEVANT DOCUMENTS

*The following documents can be found on the Northeast Health Wangaratta website and on Prompt*

Nursing & Midwifery Capability Framework (NMCF) Domains of Practice

Northeast Health Wangaratta NMCF Unit Specific Skills List

Northeast Health Wangaratta Performance Development & Review Tool

Northeast Health Wangaratta Hardwiring Excellence resources

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## ADDITIONAL RESOURCES

NMBA Registered Nurse Standards for Practice 2016

NMBA Nursing and Midwifery Practice Decisions Summary Guides

NMBA Code of Professional Conduct for Nurses in Australia

NMBA Code of Ethics for Nurses in Australia

NMBA National Competency Standards for the Midwife

NMBA Code of Ethics for Midwives in Australia

Nurse & Midwives Enterprise agreement 2016-2020

ANMF Code of Professional Conduct for Midwives in Australia. Good Practice Guide to Performance Management for Nurses and Midwives - Victorian Public Health Service 2013

APHRA Guidelines for Mandatory Notification

NMBA A Nurses Guide to Professional Boundaries

NMBA Continuing Professional Development Standard

Delegation and Supervision Guidelines for Victorian Nurses and Midwives

National Safety & Quality Health Service Standards

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## PERFORMANCE DEVELOPMENT AND REVIEW (PDR)

1. PDRs will be conducted yearly or prior as deemed necessary by Nurse Unit Manager / Manager or delegate.
2. Prior to annual PDR feedback session employees are required to complete a self-evaluation utilising the PDR document and return it to their manager.
3. There is an expectation that individuals will assume responsibility for completion of all learning requirements advised by the organisation. This includes mandatory training and clinical competencies in accordance with the timelines specified in Northeast Health Wangaratta's policies and procedures.

# Standards of Behaviour

## Above the line Our staff will always:

## Below the line Our staff will not:

### Caring

Show compassion to all people  
Demonstrate empathy and understanding  
Work as part of the team  
Mentor others  
Provide encouragement to others  
Care for others the way they would like to be cared for themselves

Be disrespectful  
Be self-centered  
Have inappropriate conversations with others  
Display rudeness

### Excellence

Commit to the NHW Hardwiring Excellence expectations  
Have the courage to question what we do  
Persevere to do the best job they can  
Strive continuously to improve  
Be professional and enthusiastic  
Maintain customer focus

Give up  
Demonstrate a 'can't-do' attitude  
Accept mediocrity  
Be unreliable  
Pass the buck  
Ignore feedback given by patients or colleagues

### Respect

Maintain confidentiality and privacy  
Listen to others and accept differences  
Be punctual  
Respond courteously  
Greet all people by saying hello, smiling and introducing themselves  
Be culturally informed and sensitive  
Respect diverse opinions

Be sarcastic  
Bully, harass or display aggression  
Be judgmental  
Withhold information  
Contribute to rumours  
Leave an untidy workplace

### Integrity

Be open and honest  
Lead by example  
Be responsible and accountable for their own actions  
Stand up and take action  
Escalate issues or behaviors of concern

Be arrogant  
Be dishonest  
Be hypocritical  
Avoid responsibility  
Allow unacceptable behavior

### Fairness

Demonstrate consistency  
Treat people equally  
Be considerate and understanding  
Be collaborative and collegial

Discriminate against others  
Demonstrate favoritism and exclusion  
Refuse to assist others with their workload



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## DECLARATION

As the incumbent of this position, I acknowledge that I have read the Position Description, understand its contents and agree to work in accordance with the contents therein. I understand that other duties may be directed from time to time.

I understand and accept that I must comply with the policies and procedures applicable to Northeast Health Wangaratta. I also agree to strictly observe the Northeast Health Wangaratta's policy on confidentiality of commercial and patient / consumer information or such sensitive information that I may come across in the course of my employment.

**Employee Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_ / \_\_\_ / \_\_\_\_\_