



POSITION DESCRIPTION

POSITION: Registered Nurse

Unit/ Specialty Area: Emergency Department

Classification: Registered Nurse Grade 2 YP2 – YP11

Direct position report: Nurse Unit Manger

Organisational position report: Director of Clinical Services

Employment type: Full time, part time and casual

Location: Northeast Health Wangaratta

OUR VISION

To be recognised leaders in rural healthcare

OUR VALUES

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

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.

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.

QUALIFICATIONS & EXPERIENCE

ESSENTIAL

- Post Graduate Certificate in Emergency (or working towards), and previous experience working in an Emergency Department
- Completed Critical Care and Triage training
- 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

- Recent experience in acute, subacute, medical, surgical, aged care and/or specialty area inpatient and community nursing

ADDITIONAL REQUIREMENTS

- Current registration with AHPRA as a Registered Nurse
- Employees are required to provide and maintain required immunization and serology records
 - Vaccination category A

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



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

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

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



PUB-PO6021 0715

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:** ___ / ___ / _____