Position Description

Title of position:	District Nurse – RN		
Department:	Service Delivery, Community Nursing, District Nursing		
Salary:	$91,000 (FTE)	Classification Code:	RN Grade 3A District Nurse
Award:	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2016-2020		
Position created:	November, 2000	Region: Loddon Mallee	

Position details

1. Primary objectives

- To work collaboratively with the client, carer/family and other health care professionals to ensure effective and efficient consumer led care is delivered to clients in the community setting.
- To contribute to multidisciplinary assessment, care planning, treatment and discharge planning to ensure that clinical care needs are met for clients within their own home environment.
- To provide comprehensive client focused care to enable clients to maintain their independence and achieve good health outcomes using Wellness and Reablement principles.
- Provide quality driven, cost effective, evidence based community client focused care across the health continuum.
- Promote health through education to clients and carers.

2. Key Selection Criteria

Mandatory

- Current registration with the Nursing and Midwifery Board of Australia (AHPRA) as a Registered Nurse.
- Minimum 3 years post graduate experience
- Demonstrated knowledge and experience in client assessment, wound management, diabetes management, medication administration, urinary catheter insertion and stoma care.
- Demonstrated problem solving skills when working with complex clients.
- Thorough knowledge of assessment, planning, implementation and evaluation concepts when planning client and carer needs.
- Highly developed time management, interpersonal and communication skills, with the ability to communicate effectively with team members and persons from diverse backgrounds and cultures.
- Demonstrated ability to articulate clear decision-making processes and ability to work independently and without direct supervision
- Ability to work early, late and weekend shifts on a rotating roster.
- Demonstrated ability to use electronic communication and software systems.

Preferred

- Interest in creating a portfolio by accessing further education, aim to develop a skill or special interest pertinent to the area of service covered by District Nursing Services which will enhance the delivery of client care. e.g. infection control, wound care, continence care, palliative care
- An understanding of the issue of privacy and confidentiality, and how they relate to client care.
- Willingness to provide support to the Palliative Care Team and Palliative Care clients when required.
- Demonstrated knowledge of available community resources and developments.
- Understanding of the funding streams for nursing services provided by the District Nursing Service, e.g. Commonwealth Home Support Program (CHSP), Home and Community Care (HACC)

3. Specific accountabilities

3.1 To contribute to the effective and efficient provision of District Nursing Services by:

- Performing within the bounds of the Australian Nursing & Midwifery Council Registered Nurses Standards for Practice (2016);
- Complying with Australian Nursing & Midwifery Council Code of professional conduct (Revised 2018);
- Abiding by the Australian Nursing & Midwifery Council Code of Ethics (Revised 2018);
- Assisting the SCHS fulfil the requirements of the Health Services Agreements;

- Providing clinical care, support and education to clients and their carers;
- Internal and external liaison to formulate and implement case specific care plans;
- Reviewing and updating care plans, associated activities and documentation on a regular basis;
- Attending meetings and forums to meet professional and service obligations to fulfil service requirements;
- Assisting with implementation and completion of staff and student training programs as directed by Management;
- Responsible and efficient use of staff and consumable resources;
- Effective internal and external communication on matters relating to client and carer interventions;
- Practicing in accordance with 'service' policy and procedures that reflect the philosophy & objectives of SCHS;
- Flexibly adapting to client and carer needs by using a multi-skilled approach in service delivery.

4. Maintain general health service requirements by:

- Working cooperatively, constantly respecting and supporting fellow staff and developing positive channels of communication and sharing duties as required.
- Leading and participating in team initiatives, including regular staff meetings in order to assist in the facilitation of effective communication.
- Contributing to the achievement of the goals as outlined in the Strategic Plan and the overall objectives of the organization.
- Participating in staff appraisal/professional development review process at least annually.
- Participating in the quality and safety system by assisting with monitoring and evaluating activities and mechanisms, identifying opportunities for improvement and correcting problems to improve customer care services.
- Maintaining a high level of and, demonstrating an awareness of infection control standards special precautions as applicable to the role.
- Assisting in promoting the organisation as a health service, integrating health promotion into all activities of the service, and creating alliances with other settings, consumers and the community with the aim of achieving healthy gains for the community.
- Adhere to Sunraysia Community Health Services' 'Code of Conduct' for employees.
- Complying with OH&S, WorkCover and EEO requirements by supporting the overall quality and safety system to provide a safe and healthy work environment, free from sexual harassment and discrimination.
- Ensuring reasonable care is taken to perform work by implementing safe work practices and procedures so as to prevent / minimize injuries and illness to self and others, and by utilising appropriate personal protective equipment.
- Actively supporting and encouraging a safe work environment by identifying and reporting any health and safety hazards, accidents, incidents, property damage and mishaps in the workplace.
- Cooperating in reasonable workplace changes designated to assist in rehabilitation of self or fellow workers.
- Attending annual mandatory risk management service training – fire, emergency and manual handling.

5. Conditions of employment

- The details of the position may be adapted to changing organisational requirements as determined by service-wide planning processes and or directives stipulated by the funding source.
- Must pass and maintain applicable safety screening checks including but not limited to national and international criminal history check, Disability Worker Exclusion List check, Working With Children check, disciplinary action history declaration, proof of identity. Employment may be terminated as a result of details disclosed in safety screening checks. Incumbent must provide SCHS with evidence of currency as requested.
- All appointments likely to be engaged in child-related work are subject to a satisfactory Working with Children Check, the cost of which will be met by the incumbent. Employment may be terminated as a result of details disclosed in a Working with Children Check report.
- All positions are subject to a probationary period of three months. Ongoing employment will be subject to successful performance during this time.
- Maintain professional registration, licenses, provider numbers and insurance certificate of currency, if relevant. Incumbent must provide SCHS with evidence of currency on an annual basis and as required.
- Adhere to SCHS policies and procedures and utilise resources provided (e.g. SCHS motor vehicles).
- Ensure client and staff confidentiality is maintained at all times.
- Possess a valid driver's license as you will be required to travel between and / or work from any SCHS site.

- Some out of hours work may be required from time to time, but will be managed in a manner that ensures work / life balance.
- Maintain a smoke free working environment.
- National Immunisation Program: this position falls within the healthcare worker risk category *A.* (Refer to the SCHS staff immunisation procedure SCH0000764 for further information).
- Undertake annual competency based training including SCHS annual update, OH&S, fire and emergency, manual handling and hand hygiene *,* standard and transmission based precautions, aseptic technique, personal protective equipment (PPE) training.
- Discharge the duties and obligations of the role in a professional and competent manner.
- Supervision and training of school based and higher education students on placement, as required.