|  |  |  |  |
| --- | --- | --- | --- |
| Your Role | Enrolled Nurse (EN) | Reports To | Residential Services Manager |
| Stream | Clinical Stream Grade 1 to Grade 4 | Line Manager | Registered Nurse |
| Key Relationships | Residential Services Manager, Care Services Manager, Registered Nurses, Enrolled Nurses, Assistant in Nursing, Accounts, and external stakeholders | Team | Clinical Care Team |

|  |
| --- |
| Your Purpose |
| The Enrolled Nurse is responsible for carrying out the Mission and Values of Whiddon by effectively providing quality personal care and clinical services that meet the needs of residents and promotes positive resident outcomes. |

|  |
| --- |
| Your Profile |
| **Essential:*** Good written and verbal communication skills;
* Good computer skills;
* General understanding of the principles of person-centred care;
* Commitment to providing a high standard of customer service;
* Commitment to enhancing the quality of life of older persons in our communities;
* Registration with AHPRA as an Endorsed Enrolled Nurse.
 |

|  |  |
| --- | --- |
| Your Responsibilities | **Weighting** |
| **Direct Care** | **100%** |
| **Personal Care*** Provide personal care services to meet resident activities of daily living such as showering, toileting, dressing/grooming, assistance with meals, oral care, dental care, and foot care.
* Provide hospitality services to meet resident needs such as bed-making, general cleaning and tidying of resident rooms, preparation of light meals and snacks as directed by Registered Nurse outside of scheduled meals.
* Complete documentation to support continuity of care planning and maximise resident funding such as recording observations, documenting resident progress notes, and completing other documentation such as accident incident reports.
* Provides services safely to residents by following procedures in areas such as infection control, manual handling, and food safety.

**Clinical Care*** Provide support to registered nurses by following the care plan and clinical procedures, in areas such as pain management, wound care, palliative care, nutrition and hydration, skin care, continence management, behavioural management, mobility dexterity and rehabilitation, sensory loss and sleep.
* Assist the registered nurses to assess resident services, develop care plans and evaluate resident services.
* Follow medication management procedures such as administering medication, documenting administration, checking medications and reporting concerns to the registered nurse.
 |
| **Operational** | **0%** |
| * Acts as a professional, friendly point of contact for residents, family’s visitors, and employees.
 |
|  |
| **Work Health and Safety** | **N/A** |
| It is a responsibility of all employees to ensure the safety of themselves and others in the workplace by:* Complying with Whiddon’s Work Health and Safety Policies and Procedures at all times;
* Conducting themselves in line with Work Health and Safety legislative requirements at all times;
* Following reasonable directives where safety is concerned;
* Identifying and reporting hazards, incidents and safety breaches or concerns.
 |

|  |
| --- |
| Your Commitment |
| By accepting your role at Whiddon, you commit to performing your role to the best of your ability, in line with expectations, and in doing so demonstrating your commitment to The Whiddon Way, MyLife and Relationship Based Care (RBC) in the workplace by:* Maintaining and improving our residents’/clients’ wellbeing through the seven wellbeing outcomes
* Applying the MyLife Model of Care;
* Applying Whiddon’s Relationship Based Care tools and approach every day;
* Ensuring the clinical, emotional, social and wellbeing needs of our residents/clients are met;
* Demonstrating our values with residents, clients and team members, through;
	+ Nurturing relationships and communities: showing kindness, care, respect and inclusiveness in all interactions with residents, clients and team members. Being inclusive means nurturing relationships, treating everyone as an individual, and accepting everyone as they are.
	+ Being progressive and innovative: being brave and open to new ideas.
	+ Creating exceptional impact: listening, understanding, and making a difference.
 |