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|  | Position Description Calvary Health Care Kogarah  |

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| **Position Title:** | Registered Nurse |
| **Department:** | Rehabilitation and Palliative Care |
| **Enterprise Agreement** | Named NSW (non-declared) Affiliated Health Organisations’ Nurses Agreement 2017 |
| **Employment Screening**  | **WWC****CNC** | No3 yearly | **Vaccination Category** | A  | **Shift Worker****Pre Employ Check** | YesYes |
| **Primary Location:**  | Calvary Kogarah  |
| **Reports To:** | Nursing Unit Manager |
| **Date of Preparation:** | July 2018 | **Date Revised:** | Oct 2018 |
| **Primary Purpose** |
| The registered nurse provides evidence-based nursing care to people of all ages and cultural groups, including individuals, families and communities. The registered nurse assesses, plans, implements and evaluates nursing care in collaboration with individuals and the multidisciplinary health care team so as to achieve goals and health outcomes. The registered nurse takes a leadership role in the coordination of nursing and health care within and across different care contexts to facilitate optimal health outcomes. This includes appropriate referral to, and consultation with, other relevant health professionals, service providers, and community and support services. The registered nurse practices independently and interdependently, assuming accountability and responsibility for their own actions and delegation of care to enrolled nurses and health care workers. Delegation takes into consideration the education and training of enrolled nurses and health care workers and the context of care |
| Organisational Environment |
| Founded in 1885 by the Sisters of the Little Company of Mary, Calvary is a charitable, not-for-profit, Catholic healthcare organisation. Our mission is to provide quality, compassionate health care to the most vulnerable, including those reaching the end of their life. With over 18,000 staff and volunteers, we have a national network of 14 Public and Private Hospitals, 72 Residential Care and Retirement Communities and 19 Community Care service centres.Calvary continues the mission of the Sisters of the Little Company of Mary, a mission focused on caring for those who are sick, dying and in need. We express our values of hospitality, healing, stewardship and respect through “ being for others” exemplified by the Spirit of Calvary and the example of Venerable Mary Potter.As an equal opportunity employer, we value diversity and are committed to fostering a workplace that is respectful, welcoming and inclusive where people are supported to draw strengths from their identity, culture and community. We value the integral dignity of each person and we encourage applications from First Nations peoples, people living with a disability, LGBTIQ+ people, people who have come to Australia as migrants or refugees and veterans.At Calvary our vision as a Catholic Health, Community and Aged Care provider is to excel, and be recognised as a continuing source of healing, hope and nurturing to the people and communities we serve. Our Services include public and private hospital care, acute and sub-acute care, community care and retirement and aged care services, in both rural and metropolitan areas. Calvary Health Care Kogarah (CHCK) provides inpatient and community based Palliative Care and Rehabilitation and Aged Care services in the public health arena. CHCK operates within South Eastern Sydney Local Health District (SESLHD). |
| Accountabilities and Key Result Areas |
| ***Key Professional Responsibilities***The Nursing and Midwifery Board of Australia publish a number of policies, guidelines, professional standards and frameworks that are to be read and placed into practice in conjunction with the Calvary Health Care Code Conduct and the Catholic Health Australia Code of Ethical Standards for Catholic Health and Aged Care Services in Australia. The Catholic Health Care Code of Ethical Standards takes precedence over the Code of ethics for Nurses where there is a discrepancy. ***People and Culture**** Practice in accordance with Calvary and relevant Government Health policies and procedures, the position description, Code of Conduct and industrial agreements.
* Work in accordance with the mission and vision of Calvary and actively participate in developing a culture that promotes Calvary’s values of healing, hospitality, stewardship and respect.
* Is open to change and actively and positively participates in new models of care, changes in service model and redesign initiatives.
* Is compliant across all relevant standards of accreditation and legislative requirements within areas of responsibility / scope or as delegated by the General Manager, Calvary Health Care Kogarah.
* Establishes and maintains collaborative relationships with members of the health care team
* The Registered Nurse is a key participant and driver of quality and safety within their departments and across the organisation. The Registered Nurse will actively assist the organisation in maintaining its accreditation
* Actively promotes an inclusive, just and collaborative culture within department and organization

***Excellence in Care*****Thinks critically and analyses nursing practice** Registered Nurses use a variety of thinking strategies and the best available evidence in making decisions and providing safe, quality nursing practice within person-centred and evidence-based frameworks.* Accesses, analyses, and uses the best available evidence, that includes research findings, for safe, quality practice
* Develops practice through reflection on experiences, knowledge, actions, feelings and beliefs to identify how these shape practice
* Respects all cultures and experiences, which includes responding to the role of family and community that underpin the health of Aboriginal and Torres Strait Islander peoples and people of other cultures
* Complies with legislation, regulations, policies, guidelines and other standards or requirements relevant to the context of practice when making decisions
* Uses ethical frameworks when making decisions
* Maintains accurate, comprehensive and timely documentation of assessments, planning, decision-making, actions and evaluations, and
* Contributes to quality improvement and relevant research

**Engages in therapeutic and professional relationships**The Registered Nurse practice is based on purposefully engaging in effective therapeutic and professional relationships. This includes collegial generosity in the context of mutual trust and respect in professional relationships.* Establishes, sustains and concludes relationships in a way that differentiates the boundaries between professional and personal relationships
* Communicates effectively, and is respectful of a person’s dignity, culture, values, beliefs and rights
* Recognises that people are the experts in the experience of their life
* Provides support and directs people to resources to optimise health-related decisions
* Advocates on behalf of people in a manner that respects the person’s autonomy and legal capacity
* Uses delegation, supervision, coordination, consultation and referrals in professional relationships to achieve improved health outcomes
* Actively fosters a culture of safety and learning that includes engaging with health professionals and others, to hare knowledge and practice that supports person-centred care
* Participates in and/or leads collaborative practice
* Reports notifiable conduct of health professionals, health workers and others
* Set up and assistance with patient meals and fluids as per plan of care
* Utilises own knowledge and or seeks guidance from the multi-disciplinary team around roles and responsibility in caring for those with a cognitive impairment

**Comprehensively conducts assessments**Registered Nurses accurately conduct comprehensive and systematic assessments. They analyse information and data and communicate outcomes as the basis for practice.* Conducts assessments that are holistic as well as culturally appropriate
* Uses a range of assessment techniques to systematically collect relevant and accurate information and data to inform practice
* Works in partnership to determine factors that affect, or potentially affect, the health and wellbeing of people and populations to determine priorities for action and/ or for referral
* Assesses the resources available to inform planning

**Develops a plan for nursing practice**Registered Nurses are responsible for the planning and communication of nursing practice. Agreed plans are developed in partnership. They are based on the RNs appraisal of comprehensive, relevant information, and evidence that is documented and communicated* Uses assessment data and best available evidence to develop a plan
* Collaboratively constructs nursing practice plans until contingencies, options priorities, goals, actions, outcomes and timeframes are agreed with the relevant persons
* Documents, evaluates and modifies plans accordingly to facilitate the agreed outcomes
* Plans and negotiates how practice will be evaluated and the time frame of engagement
* Coordinates resources effectively and efficiently for planned actions

**Provides safe, appropriate and responsive quality nursing practice**Registered Nurses provide and may delegate, quality and ethical goal-directed actions. These are based on comprehensive and systematic assessment, and the best available evidence to achieve planned and agreed outcomes* Provides comprehensive safe, quality practice to achieve agreed goals and outcomes that are responsive to the nursing needs of people
* Practices within their scope of practice
* Appropriately delegates aspects of practice to enrolled nurses and others, according to enrolled nurse’s scope of practice or others’ clinical or non-clinical roles
* Provides effective timely direction and supervision to ensure that delegated practice is safe and correct
* Practices in accordance with relevant policies, guidelines, standards, regulations and legislation
* Uses the appropriate processes to identify and report potential and actual risk related system issues and where practice may be below the expected standards

***Service Development & Innovation*****Maintains the capability for practice** Registered Nurses, as regulated health professionals, are responsible and accountable for ensuring they are safe, and have the capability for practice. This includes ongoing self-management and responding when there is concern about other health professionals’ capability for practice. Registered Nurses are responsible for their professional development and contribute to the development of others. They are also responsible for providing information and education to enable people to make decisions and take action in relation to their health.* Considers and responds in a timely manner to the health and wellbeing of self and others in relation to the capability for practice
* Provides the information and education required to enhance people’s control over health
* Uses a lifelong learning approach for continuing professional development of self and others
* Accepts accountability for decisions, actions, behaviours and responsibilities inherent in their role, and for the actions of others to whom they have delegated responsibilities
* Seeks and responds to practice review and feedback
* Actively engages with the profession
* Identifies and promotes the integral role of nursing practice and the profession in influencing better health outcomes for people

***Wise Stewardship**** Registered Nurses take responsibility for the evaluation of practice based on agreed priorities, goals, plans and outcomes and revises practice accordingly
* Maintains confidentiality of all medical records
* Ensures communication, reporting and documentation are timely and accurate
* Evaluates and monitors progress towards the expected goals and outcomes
* Revises the plan based on the evaluation
* Determines, documents and communicates further priorities, goals and outcomes with the relevant persons

**Accepts accountability and responsibility for own actions** * Practices within the RN scope of practice relevant to the context of practice, legislation, own educational preparation and experience
* Demonstrates responsibility and accountability for nursing care provided.
* Recognises the RN as the person responsible to assist EN decision-making and provision of nursing care
* Collaborates with the RN to ensure delegated responsibilities are commensurate with own scope of practice
* Clarifies own role and responsibilities with supervising RN in the context of the healthcare setting within which they practice
* Consults with the RN and other members of the multidisciplinary healthcare team to facilitate the provision of accurate information, and enable informed decisions by others
* Provides care within scope of practice as part of multidisciplinary healthcare team, and with supervision of an RN
* Provides support and supervision to assistants in nursing (however titled) and to others providing care, such as EN students, to ensure care is provided as outlined within the plan of care and according to institutional policies, protocols and guidelines

***Community Engagement**** Demonstrates respect for the values, customs, spiritual beliefs and practices of individuals and groups
* Works collaboratively with consumers and partners in in patient care with carers and other members of the patients/client’s family /network

***WH&S Responsibilities**** Take reasonable care of your own health and safety and the health and safety of others in the workplace
* Comply with relevant Calvary WHS policies, procedures, work instructions and requests
* Report to your supervisor any incident or unsafe conditions which come to your attention
* Observe any additional requirements as outlined in Calvary’s WHS Responsibilities, Authority and Accountability Table (published on Calvary intranet)
* Participates in health and safety initiatives and consultation processes within the department and organisation
* Uses equipment provided in a safe manner as per hospital policy, Safe Operating procedures and Material Safety data Sheets
* Mandatory Vaccination for all CHCK employees, compliant with NSW Health Policy PD2023\_022

***Key Performance Indicators**** 100% compliance for documentation and management of health care record
* Participates in the Hospital's Patient Safety Program by ensuring timely and accurate reporting of near or actual incidents via organisational incident monitoring program
* Complies with organisation mandatory training requirements
* Undertakes other duties/tasks as requested from time to time (within scope of practice)
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| **Key Relationships** |
| Internal: | Other nursing colleagues Nursing Unit ManagerClinical Nurse Educators and Consultants Learning and Development UnitAfter Hours Nurse Managers Deputy Director and Director of Nursing  |
| External: | Role Specific |
| Selection Criteria |
| * Ability to work within the Mission and Values of Calvary Health Care Kogarah.
* Currently registered as a Registered Nurse (Division 1) with the Australian Health Professionals Regulation Agency
* Demonstrated ability to work within the interdisciplinary team
* Demonstrated commitment to ongoing professional development
* Demonstrated computer literacy and experience in using an electronic patient record system
* Demonstrated effective communication and interpersonal skills
* Demonstrated evidence of integration of theoretical knowledge and clinical skills, critical thinking and analysis in their daily practice as a registered nurse
* Demonstrated effective time management skills and ability to prioritise competing workloads with in a complex environment
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| Approvals  |
| I have read this position description, I understand the position requirements and position demands checklist and agree that I can fulfil these requirements to the standards outlined. I am not aware of any reason which might interfere with my ability to perform the inherent position requirements and position demands of this position |
| Job Holder’s signature: | Date: |
| Manager’s signature: | Date: |