|  |  |
| --- | --- |
|  | Position Description Calvary Bruce Private Hospital Version:1.1 |

|  |  |
| --- | --- |
| **Position Title:** | Registered Nurse or Enrolled Nurse |
| **Position Number:** |  | **Cost Centre:** | Nurse Admin |
| **Site/Facility:** | Calvary Bruce Private Hospital  |
| **Department:** | Hospital-wide: Surgical, Medical, Mental Health (Theatre & Critical Care if qualified) |
| **Enterprise Agreement** | *Calvary Private Hospital Bruce Nursing & Midwifery Services Enterprise Agreement 2019* |
| **Classification:** | Level 1 |
| **Reports To:** | Nurse Unit Manager  |
| **Date of Preparation:** |  | **Date Updated:** | 23/12/2020 |
| **Primary Purpose** |
| Registered & Enrolled nurses form a key part of the clinical team delivering bedside care and management of patients at Calvary Health Care. Nurses apply their professional nursing skills in assessing, planning, implementing, and evaluating the care of their patients. They ensure a patient centred approach and liaise with the multidisciplinary team and stakeholders regarding patient care requirements. |
| Organisational Environment |
| At LCM Health Care our vision as a Catholic Health, Community and Aged Care provider, 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.Our values of Hospitality, Healing, Stewardship and Respect underpin all that we do. As an equal opportunity employer, we encourage applicants from culturally diverse backgrounds, people with disabilities and various life experiences and faiths. Here at Calvary Bruce Private we work together to provide opportunities that empower and enrich our staff. |
| Accountabilities and Key Result Areas |
| ***People and Culture:**** Practice in accordance with Calvary policies and procedures, APHRA guidelines, the position description, Code of Conduct and NSQHS Standards.
* 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

***Excellence in Care:*** * Using a patient centred approach when delivering direct care specific patient population within each unit.
* Evaluating outcomes of care and initiating appropriate follow-up and escalating when necessary.
* With a focus on engagement, work in collaboration with the patient, or multidisciplinary team, to plan, implement and evaluate care that is evidence based and person centred.
* Advocate for the health and wellbeing of patients.
* Perform admission, discharge and transfer procedures, and assist others with patient's activities and care.
* Execute physician's orders for all assigned patients; safely administers medications and treatments.
* Performs procedures and interventions or assists others in line with recognised best practice and accepted policy and procedure.
* Adheres to recognised standard of aseptic techniques and follows all infection control measures outlined by Calvary Bruce Private Hospital.
* Document nursing care in all assigned patient records.

***Service Development & Innovation:**** Complete mandatory training modules.
* Participate in self-evaluation and goal-setting to enhance personal and professional development.
* Contribute to developing and sustaining a work culture that encourages and supports open risk identification and management

***Wise Stewardship**** Commitment to the use of resources that reflect good patient care and hospital sustainability
* Act with integrity when using company material or representing the company publicly;
* Contribute to patient and staff safety and wellbeing by diligently managing risks and immediately reporting hazards, incidents, serious near misses, accidents, illness or injury;
* Be mindful and responsible for all fiscal and environmental resources

***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 outline in Calvary’s WHS Responsibilities, Authority and Accountability Table (published on Calvary intranet)
 |
| **Key Relationships** |
| Internal: | * Director of Clinical Services
* Afterhours Manager/Bed Manager
* Team Leader
* Allied health staff
 |
| External: | * Patients
* Families
* General community
 |
| **Position Impact** |
| Direct Reports: | * Nurse Unit Manager
* Director of Clinical Services
 |
| Selection Criteria |
| **Mandatory*:**** Registered as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA)
* Demonstrated effective communication, organisational and interpersonal skills
* Demonstrated ability to contribute to the formulation of care plans in collaboration with the registered nurse, for individuals and groups
* Demonstrated understanding of the rights of individuals/groups in the health care setting
* Demonstrated commitment to ongoing professional development through the participation in education and training activities relevant to the field of clinical practice
* Apply effective communication and interpersonal skills to work within a team and to support the achievement of team goals and objectives

**Highly desirable:*** Competence in use of computer applications relevant to the work area, eg word processing and clinical information systems
 |