POSITION DESCRIPTION

JOB TITLE	**REGISTERED NURSE**
DEPARTMENT	**Residential**
REPORTS TO	**Care Manager**
DIRECT REPORTS	**All Staff (on each shift)**

ROLE PURPOSE

To provide holistic leadership to all care and support team members working in the unit(s) you are responsible for. Ensure all staff provide person centred, health promoting and quality services that are safe and effective and tailored to meet each resident's needs, goals and preferences.

The responsibility of this leadership role is as much about compassion and connection as it is about knowledge and capability. You will assess and regularly review each resident's needs and choices to support their independence and quality of life. You will apply clinical judgements and ensure safe and effective care and service plans are actioned, maintained and evaluated for effectiveness. By embracing SCC values and holding each other accountable, you will create an environment where life feels better and where our residents and clients are better for life.

KEY RESPONSIBILITIES

KEY OUTCOMES	KEY ACTIVITIES
Health promoting Services	● Health Promotion is core practice: - Lead and promote social and physical engagement in all resident interactions. - Lead and promote independence and help residents regain their confidence and to engage in meaningful activities (do with rather than do for). - Support and nurture a partnership, recognising what's important to each resident and discussing and developing a plan about what is important for each resident. - Facilitate motivational techniques that enable residents to express what is important to them and make choices about their lifestyle and activities of daily living. - Prevent the spread of infection by washing hands and following infection control protocols. Supervise all staff to prevent the spread of infection. ● Create and lead a positive environment: - Smile and listen, be welcoming and use encouraging and positive language - Be respectful of each persons identify, culture and diversity - Be kind and caring in all interactions - Be respectful of the site and room being the residents home ● Lead and supervise support provision for daily living in accordance with each residents care/ service plan including: - personal care - bathing, showering, personal hygiene, oral care, skin care, nails and grooming - continence support by monitoring and assisting with toileting, the use of continence products, and incontinence hygiene & skin care management - resident mobility and dexterity support - safe transfers of residents– including the use of mechanical aids - maintenance of resident's rooms and personal equipment– clean and tidy - distribution of laundry and personal clothing - maintenance of work area – cleaning equipment, aids and utensils etc. ● Lead and supervise best practice clinical care delivery.

Person Centred philosophy – our people and values	• Listen to residents (and their representatives) about their needs, goals and preferences and work collaboratively, and in partnership, with them to develop a safe and effective care and service plan. Reassess as required or as per resident agreement. • Consider resident's social, cultural, language, religious, spiritual, psychological and medical needs/choices in developing safe and effective care and service plans • Assess resident's condition and functional ability and ensure risks are identified, managed and evaluated, discussed with relevant staff/each resident or representatives and included in their care and service planning. • Listen empathetically to, and understand each resident's preferences and support them to make their own informed decisions to manage their day- to-day life so they are able to live as well as they can (better for life).
Aged Care friendly environment	• Report any risks that have the potential to cause an accident or injury • Report (immediately) any actual or suspected incidents of elder abuse • Maintain privacy and confidentiality of all resident information • Maintain current knowledge of contemporary best practice clinical care
Governance (quality control)	• Provide leadership, direction, and support, mentoring and coaching to Personal Carers, Enrolled Nurses, Hotel Service staff, Lifestyle, Maintenance and Administration staff on each shift. • Read each resident's progress notes each day and attend the action list and follow up on any outstanding issues/needs/risks during the shift. • Ensure there is a clear and succinct handover from shift to shift and relevant documentation in the 7 day handover sheet correlating with the progress notes, alert notification form, care plan suggested change forms and risk management plans. • Monitor the care provided by Personal Carers and other staff on each shift; provide feedback, address and report any performance issues or inappropriate conduct. • Lead and monitor meal services (protect meal times) and respectfully support residents with meals and drinks to make it a pleasurable and safe experience. Ensure catering staff are aware of changes in dietary needs for residents. • Work positively and collaboratively with other staff and qualified practitioners to provide proactive health promoting services that are safe and effective; making referrals to early intervention program, monitoring recovery pathways and assisting residents to restore their function, engage in social activities of choice and experience increased emotional wellbeing. • Review any change in the resident's behaviour or condition (e.g. pain, acute events etc.) and exercise sound clinical judgements, and/or seek input and advice from relevant qualified practitioners, as appropriate, and update the care and service plan • Liaise closely with resident Doctor to promote optimal health (incl. a culture of anti microbial stewardship) • Promote a restraint free environment. Reduce the use of psychotropic medications and monitor prn administration closely, used only after alternatives have not been effective. • Ensure optimal use of medications, monitor for adversity and administer in a timely and safe manner. • Manage any incidents appropriately, (critical and clinical) and investigate / problem solve to prevent reoccurrence (e.g. falls – look for trends – location, attempting self toileting) • Liaise with Lifestyle staff to enable a tailored program to meet resident's needs, goals and preferences and allows them to feel socially connected

	● Liaise with Allied Health staff and Personal Trainers to adopt an early re-enablement approach to delay any avoidable health decline in the resident's capacity. ● Ensure all staff read and comply with all policies, procedures and work instructions relevant to them ● Use the continuous improvement/quality feedback system to provide suggestions for improving work practices to achieve best practice standard ● Monitor the effective use of resources and supplies to minimise waste ● Ensure staff on each shift work in accordance with SCC's WHS policies and procedures including but not limited to manual handling
Safe Work Environment (WHS)	Personally work in a safe and healthy manner and take reasonable care to protect your own health and safety, and to avoid adversely affecting others including but not limited to: ● report for duty in a condition not adversely affected by alcohol or drugs to the extent that would endanger your own safety or the health and safety of others ● as far as is reasonably possible, use equipment provided for WHS purposes, obey reasonable WHS instructions, comply with all SCC WHS policies, procedures, safe working instructions, specified work practices and associated WHS documents ● identify and report any work health and safety hazards/near miss incidents/injuries and maintenance/repair issues.

PERSON REQUIREMENTS

Essential Requirements

Qualifications

- Current registration (practising certificate) as a Registered Nurse with AHPRA
- Current Provide First Aid & Provide Cardiopulmonary Resuscitation (CPR) Certificate

Experience

- Previous experience working as a Registered Nurse in an aged care environment

Skills

- Sound best practice clinical skills appropriate to the role
- Sound communication and English proficiency skills required for the position
- Time management skills to manage own workload to meet deadlines and to support other staff
- Excellent problem solving skills to balance supporting resident's desire for independence and self determination to make their own choices against potential risks and duty of care
- Physical and emotional ability to perform the job requirements
- Manual handling skills to prevent injury to self and others
- Proficiency in the use of Microsoft Office, Word and proprietary healthcare records software.

Knowledge

- Excellent understanding of the requirements to support residents living with dementia including those who display challenging behaviours
- Excellent knowledge of the Aged Care Standards particularly as they relate to accreditation
- Excellent understanding of how to apply AN-ACC to ensure optimum levels of funding are achieved
- Excellent contemporary best practice clinical knowledge including of medicines used in aged care.

Personal Attributes

- Ability to fit the work culture and with a commitment to SCC's Values & Better for Life philosophy
- Ability to build positive relationships with residents and their representatives
- Ability to remain calm and to make rational decisions in emergency situations
- Leadership skills to provide direction, guidance and mentoring/coaching to staff
- Commitment to work collaboratively as a positive and productive team member
- Demonstration of integrity and personal resilience
- Commitment to provide person centred customer service.

Desirable Requirements

- Leadership training and experience in a leadership role
- Conflict resolution skills
- Post graduate qualifications in gerontology
- Previous experience in using e- software.

STATEMENT OF ACCOUNTABILITY

I have read, understand and accept the requirements of this position description, including but not limited to the obligation to:

- Work to and demonstrate commitment to SCC's "Better for life" philosophy in everything I do
- Perform all duties and behave at all time in accordance with the SCC Code of Conduct
- Perform my duties to meet contemporary best practice professional standards applicable to my role
- Treat all residents, clients and their family and support persons, staff and volunteers with respect, dignity and good humour
- Participate in a performance review during the probationary period and at subsequent annual and as required reviews
- Exercise a duty of care and comply with other common law and regulatory requirements in the performance of my duties
- Work in a safe and healthy manner at all times
- Maintain privacy and confidentiality standards applicable to residents, clients and SCC
- Work to and promote SCC's approach to healthy ageing and person centred care
- Comply, as applicable, to all legislative and regulatory requirements including the Aged Care standards
- I commit to modelling SCC's values at all times:

SERVICE	Be the difference to people in our community, through your service, dedication and positive commitment to helping others.
COURAGE	Be the difference by having the courage to step out of your comfort zone to do what needs to be done and trusting in your teammates to do the same.
COMPASSION	Be the difference by working with compassion, a deep sense of empathy, concern and humanity towards others.

- I acknowledge that the duties of my role may change with duties added to, deleted or modified, and I may be required to do additional duties over those listed in this PD from time to time in line with the skills requirement of the role
- I understand the consequences of not adhering to the requirements of the position description may involve disciplinary action up to and including termination of employment.

YOU			
Name			
Signed		**Date**	

Version No	*Updated*	*Approved by*	*Date approved*	*HR Review date*	*HR Reviewer*
5	15/05/2025				