

DEPARTMENT OF HEALTH

# Statement of Duties

<b>Position Title:</b>	Re-Entry Registered Nurse/Midwife - Supervised Practice
<b>Position Number:</b>	Generic
<b>Classification:</b>	Registered Nurse Grade 3
<b>Award/Agreement:</b>	Nurses and Midwives (Tasmanian State Service) Award
<b>Group/Section:</b>	Clinical Quality, Regulation and Accreditation
<b>Position Type:</b>	Fixed-Term, Full Time/Part Time
<b>Location:</b>	South, North, North West
<b>Reports to:</b>	Chief Nurse and Midwifery Officer
<b>Effective Date:</b>	July 2021
<b>Check Type:</b>	Annulled
<b>Check Frequency:</b>	Pre-employment
<b>Essential Requirements:</b>	<p>Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse and/or Midwife with provisional or general registration with conditions.</p> <p>Recommended by Nursing and Midwifery Board Australia (NMBA) to undertake Re-entry to Practice Pathway I – Supervised practice in Tasmania.</p> <p>Current Tasmanian Working with Children Registration (applies only to employees working in areas identified as requiring Current Tasmanian Working with Children Registration)</p> <p><i>*Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee's responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer if a registration/licence is revoked, cancelled or has its conditions altered.</i></p>

NB. The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.

## Primary Purpose:

The Re-Entry Nurse/Midwife-Supervised Practice is required to:

- Actively participate in Nursing and Midwifery Board of Australia (NMBA) approved learning plan in accordance with the NMBA, Agency and legal requirements.
- Participate in clinical activities and duties under supervision to meet the requirements set by the NMBA in order to have general registration as a Registered Nurse or Registered Midwife.

## Duties:

### 1. Nursing Care

- a) Practice in accordance with the NMBA codes and guidelines for registered nurses and midwives policy for re-entry to practice pathway 1.
- b) In collaboration with members of the healthcare team plan, implement and evaluates patient/client care.
- c) Involve patients/clients and their families/significant others in the planning and implementation of care.
- d) Contribute to the maintenance and promotion of a safe work environment.
- e) Understand and adhere to relevant legislation, policies and procedures.
- f) Maintain accurate and objective documentation.
- g) Actively participates in the Supervised practice learning plan.

### 2. Teamwork

- a) Interact effectively with patients'/clients' families and other health team members to facilitate the provision of optimum patient/client care.
- b) Work effectively within a multidisciplinary team, contributing to a strong team approach through open communication and a positive supportive approach.
- c) Actively contribute to the communication process, including attending and participating in team meetings.

### 3. Excellence in Practice

- a) Active involvement in maintaining and continually improving the quality of patient/client care. This may include participation in research and evidence-based practice.
- b) Contribute to the review and development of innovative procedures, policies and best practice related to patient/client care.
- c) Participate in the development and revision of documentation relating to nursing based best practice in the defined practice area.
- d) In partnership with the patient/client, plan care to provide agreed patient/client outcomes.
- e) Evaluate the effectiveness of nursing strategies towards meeting anticipated patient/client outcomes.

### 4. Learning Culture

- a) Identify and meet educational needs of patients/clients and their families/significant others.
- b) Develop, implement and evaluate teaching plans for patients/clients that meet their learning needs and facilitate informed decision making.

- c) Participate and contribute to a learning environment, through continuing education, professional development and attendance at conferences and relevant fora.
  - d) Maintain knowledge of innovations in clinical practice and research.
5. Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives and related training.
  6. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

## Key Accountabilities and Responsibilities:

- The Re-entry Nurse/Midwife - Supervised Practice is accountable to and works under the general direction and guidance of the Nurse Unit Manager/Team Leader and/or Clinical Coordinator/Clinical Nurse Consultant/Clinical Nurse Specialist. Guidance and support are provided by other senior experienced Registered Nurses and health professionals for initiating, implementing and evaluating quality nursing care.
- Where applicable, exercise delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
- Comply at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.

## Pre-employment Conditions:

*It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.*

The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

1. Conviction checks in the following areas:
  - a) crimes of violence
  - b) sex related offences
  - c) serious drug offences
  - d) crimes involving dishonesty
2. Identification check
3. Disciplinary action in previous employment check.

## Selection Criteria:

1. Knowledge of, and the ability to apply nursing principles, procedures and practices in the delivery of patient/client care in a designated practice area and in line with legal requirements and the Nursing and Midwifery Board Australia (NMBA) Registered Nurse Standards of Practice.
2. Sound interpersonal and communication skills, including written skills and the ability to function effectively in a multidisciplinary team environment.
3. Knowledge of continuous quality improvement (safety and quality) and the application of evidence-based practice in the practice setting.
4. Ability to undertake patient/client education in the practice setting, together with a commitment to participate in ongoing professional development.

## Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000*. The Department supports the [Consumer and Community Engagement Principles](#).