Government of South Australia
SA Health

ROLE DESCRIPTION

Role Title:	Nurse Practitioner (Primary Healthcare)		
Classification Code:	RN4A	Position Number	
LHN/ HN/ SAAS/ DHA:	Central Adelaide Local Health Network (LHN)		
Site/Directorate	SA Prison Health Service (SAPHS)		
Division:			
Department/Section / Unit/ Ward:	Multiple Prison Sites		
Role reports to:	Nursing Director - SAPHS		
Role Created/ Reviewed Date:	November 2022		
Criminal History Clearance Requirements:	☐ Aged (NPC) ☐ Working With Children's Check (WWCC) ☐ Vulnerable (NPC) ☒ General Probity (NPC)		
Immunisation Risk Category:	☒ Category A (direct contact with blood or body substances) ☐ Category B (indirect contact with blood or body substances) ☐ Category C (minimal patient contact)		

ROLE CONTEXT

Primary Objective(s) of role:

The nurse practitioner provides comprehensive care to patients incarcerated in public prisons with a focus on managing a patients primary healthcare needs. This would include (but not limited to depending upon scope) chronic diseases complex care, treatment and management of acute conditions, coordination of healthcare, wound management, preventative healthcare and screening and patient education in the primary care sphere.

The nurse practitioner will be responsible for providing comprehensive health assessments including ordering and reviewing pathology and radiology and providing contemporary evidence-based treatment including prescribing medicines from an approved formulary.

The nurse practitioner will be responsible for providing care across several SA Prison Health sites to support operational needs, this will include virtual care to country sites also as required.

A nurse practitioner is an advanced practice nurse endorsed by the Nursing and Midwifery Board of Australia to practise within their scope under the legislatively protected title 'nurse practitioner'. Nurse Practitioners are expert practitioners, practicing beyond the usual extent of a nurse, at an advanced level, with an expanded scope of practice, and with an advanced degree of autonomy and clinical decision making. They work independently and collaboratively in the health care system. Employees classified at this level provide high level clinical nursing expertise for specified individual patients/clients and/or groups/populations.

Employees in these roles accept accountability for their nursing practice, professional advice given, delegations of care made and for addressing inconsistencies between practice and policy.

Direct Reports:

Nil

Key Relationships/ Interactions:

Internal

- Maintains close collaborative working relationships with all level 3 and level 4 Nurses/ Midwives.
- Maintain a collegial relationship between Nursing, Medical and Allied Health Staff
- Supports and works collaboratively with less experienced members of the nursing team

External

- Maintains relationships with non-government organisations or other government organisations.
- Works collaboratively with Department for Correctional Services (DCS) staff
- Works collaboratively the Aboriginal Community Controlled Health Organisations

Challenges associated with Role:

Major challenges currently associated with the role include:

- Keeping professionally up to date with relevant research, technological advances, and models of care.
- Working appropriately and in a culturally respectful way with patients and their families where there are multiple complexities, diverse cultural backgrounds, and expectations of clients.
- Accepting responsibility for the maintenance of own knowledge and professional competence and contemporary practices.
- It is intended that the NP role within SA Prison Health Service (SAPHS) is endorsed to prescribe medicines. The challenge for the NP is to meet the requirements of the SA Health NP Pathway for Prescribing and achieving endorsement to prescribe with AHPRA, resulting in successful credentialing and confirmed formulary.

Delegations:

Nil

Special Conditions:

- It is mandatory that no person, whether or not already working in SA Health, may be appointed to a position in SA Health unless they have provided a satisfactory current Criminal and Relevant History Screening, as required by the *SA Health Criminal and Relevant History Screening Policy Directive*.
- *For appointment in a Prescribed Position* under the *Child Safety (Prohibited Persons) Act (2016),* a current Working with Children Check (WWCC) is required from the Department for Human Services Screening Unit. For other positions, a satisfactory National Police Certificate (NPC) assessment is required.
- For *'Prescribed Positions'* under the *Child Safety (Prohibited Persons) Act (2016),* the individual's WWCCs must be renewed every 5 years from the date of issue; and for '*Approved*

Aged Care Provider Positions' every 3 years from date of issue as required by the *Accountability Principles 2014* issued pursuant to the *Aged Care Act 1997* (Cth).

- Appointment is subject to immunisation risk category requirements. There may be ongoing immunisation requirements that must be met.
- Depending on work requirements the incumbent may be transferred to other locations across SA Health to perform work appropriate to classification, skills and capabilities either on a permanent or temporary basis subject to relevant provisions of the *Public Sector Act 2009* for Public Sector employees or the *SA Health (Health Care Act) Human Resources Manual* for Health Care Act employees.
- The incumbent may be required to participate in Counter Disaster activities including attendance, as required, at training programs and exercises to develop the necessary skills required to participate in responses in the event of a disaster and/or major incident.

General Requirements:

Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Directives, Determinations and Guidelines, and legislative requirements including but not limited to:

- *Work Health and Safety Act 2012* (SA) and when relevant WHS Defined Officers must meet due diligence requirements.
- *Return to Work Act 2014* (SA), facilitating the recovery, maintenance or early return to work of employees with work related injury / illness.
- Meet immunisation requirements as outlined by the *Immunisation for Health Care Workers in South Australia Policy Directive.*
- Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- *Children and Young People (Safety) Act 2017* (SA) 'Notification of Abuse or Neglect'.
- Disability Discrimination.
- *Independent Commissioner Against Corruption Act 2012* (SA).
- *Information Privacy Principles Instruction.*
- Relevant Awards, Enterprise Agreements, *Public Sector Act 2009, Health Care Act 2008* and the *SA Health (Health Care Act) Human Resources Manual.*
- *Health Practitioner Regulation National Law (South Australia) Act 2010*
- *Mental Health Act 2009* (SA) and Regulations
- *Controlled Substances Act 1984* (SA) and Regulations
- The Nursing and Midwifery Board of Australia Registration Standards (including the Guidelines and Assessment Frameworks for Registration Standards)
- The Nursing and Midwifery Board of Australia Professional Practice Codes and Guidelines (including Competency Standards, Codes of Ethics and Professional Conduct, Decision Making Framework and Professional Boundaries)
- Professional Practice Standards and competencies consistent with area of practice as varied from time to time
- Relevant Australian Standards.
- Duty to maintain confidentiality.
- Smoke Free Workplace.
- To value and respect the needs and contributions of SA Health Aboriginal staff and clients and commit to the development of Aboriginal cultural competence across all SA Health practice and service delivery.
- Applying the principles of the *South Australian Government's Risk Management Policy* to work as appropriate.
- The SA Health workforce contributes to the safety and quality of patient care by adhering to the South Australian Charter of Health Care Rights, understanding the intent of the National Safety and Quality Health Service Standards and participating in quality improvement activities as necessary.

Performance Development

The incumbent will be required to participate in the organisation's Performance Review & Development Program which will include a regular review of the incumbent's performance against the responsibilities and key result areas associated with their position and a requirement to demonstrate appropriate behaviours which reflect a commitment to SA Health values and strategic directions.

Handling of Official Information:

By virtue of their duties, SA Health employees frequently access, otherwise deal with, and/or are aware of, information that needs to be treated as confidential.

SA Health employees will not access or attempt to access official information, including confidential patient information other than in connection with the performance by them of their duties and/or as authorised.

SA Health employees will not misuse information gained in their official capacity.

SA Health employees will maintain the integrity and security of official or confidential information for which they are responsible. Employees will also ensure that the privacy of individuals is maintained and will only release or disclose information in accordance with relevant legislation, industrial instruments, policy, or lawful and reasonable direction.

White Ribbon:

SA Health has a position of zero tolerance towards men's violence against women in the workplace and the broader community. In accordance with this, the incumbent must at all times act in a manner that is non-threatening, courteous, and respectful and will comply with any instructions, policies, procedures or guidelines issued by SA Health regarding acceptable workplace behaviour.

Cultural Commitment:

CALHN welcomes and respects Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. In acknowledgement of this, CALHN is committed to increasing the Aboriginal and Torres Strait Islander Workforce.

Resilience:

SA Health employees persevere to achieve goals, stay calm under pressure and are open to feedback.

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Direct/indirect patient/client care	• Integrate contemporary information and evidence with personal experience to support the decision making, innovative thinking and objective analysis that are expected at this level. E.g. Expert clinical knowledge underpins and informs their ability to support, lead and/or provide expert clinical care; develop and guide appropriate clinical education, and/or provide management activities that contribute to improve and optimise nursing/midwifery care. • Provide comprehensive assessment of health status including history and physical examination; clinical management of patients/clients either directly or by delegation for a complete occasion of service to a defined patient/client population within a scope of practice. • Ability to initiate and interpret diagnostic pathology and/or radiology. • Initiate interventional therapies, medications and use of health appliances or equipment and admit and discharge from services. • Communicate patient/client management plans to all relevant members of the health care team, including general practitioners and/or other agencies. • Contribute expert nursing assessment and advice to local clinical teams to achieve integrated nursing care within a risk management framework. • Practice extensions of the nursing role in accordance with local clinical and/or admitting privileges, agreements, practice guidelines and/or protocols and State and Federal legislation and regulatory requirements.
Support of health service systems	• Initiate, implement and co-ordinate processes, for quality improvement and continuity within corporate risk management and nursing/midwifery professional practice frameworks. e.g. investigating complaints, incidents and accidents, identifying hazards, assessing risks and implementing, monitoring and maintaining hazard control measures. • Change local processes and practices in accordance with emerging service needs, care evaluation results, identified imminent systems problems, and coordination of local activities with corporate systems. • Lead and coordinate the development and evaluation of clinical protocols, standards, policies and procedures. • Develop customised Key Performance Indicators and/or outcomes measurement models that influence organisation wide reporting processes. • Identify the need for, lead implementation of, and evaluate changes in organisational processes and practices in response to emerging service and workforce needs. • Use available information systems to inform decision making, evaluate outcomes and convey information to staff.

	• Initiate, develop and implement educational and/or clinical protocols/standards. • Identifies best practice and measures adherence to evidence based clinical practice standards, to improve local performance of clinical care i.e. audits. • May manage (be a team leader for) a small group of staff within the specialised area of practice. • Contribute to the development and sustainability of nursing skills for the needs of the specific population group using systems of resource and standards promulgation.
Education	• Hold a contemporary professional practice portfolio containing evidence of postgraduate qualifications and learning and practice experiences that underpin a demonstrable application of knowledge and skills commensurate with the level of autonomy, decision making authority and influence of recommendations expected of the role. • Present at conferences, undertake post graduate teaching and assessment and/or publish in refereed professional journals. • Lead the development of education resources for health professionals and patient/client groups.
Research	• Integrate contemporary information and research evidence with personal experience to support the decision making, innovative thinking and objective analysis that are expected at this level. e.g. Critically appraise and synthesise the outcomes of relevant research. • Initiate, conduct, implement and/or guide a major research or systems development portfolio relevant to improved service outcomes. • Contribute specific expertise to monitoring and evaluative research activities in order to improve nursing or midwifery practice and service delivery. • Develops, conducts and guides clinical research to evaluate own and organisational practice to deliver informed practice change. • Will lead by example in developing highly innovative solutions to problems based on research and inquiry.
Professional leadership	• Act as a consultant to the state or national health system in area of expertise, providing authoritative advice and recommendations. • Act as a consultant providing high level advice to key stakeholders on national and state protocols, and issues relating to professional and clinical practice, workforce, legislation, education and/or research. • Provides leadership and direction, acts as a role model, mentor, consultant and resource person. • May lead and participate in state-wide services. • Influences the practice of nursing and multi-disciplinary care. • Contribute and manage state-wide portfolios, projects, and programs to contribute to the development, implementation, and evaluation of relevant departmental and government policies. • Contribute to redesign of care and treatment practices.

Ensures services are delivered in a culturally sensitive manner	• Promoting access and equity of services for people from culturally and linguistically diverse background. • Providing services that are culturally sensitive to the needs of people and enable them to make decisions concerning their mental health.

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications

- Registered or eligible for registration as a Nurse with the Nursing and Midwifery Board of Australia and who holds, or who is eligible to hold, a current practicing certificate with the notation of **Nurse Practitioner**.

Personal Abilities/Aptitudes/Skills:

- Demonstrated ability to work as an autonomous practitioner and/or as part of a multidisciplinary team.
- Effective leadership skills including highly developed skills in communication, problem solving, conflict resolution and negotiation.
- A valid Australian Driver's License
- Demonstrated ability in the facilitation of change management.
- Demonstrated flexibility, innovation and creativity which can be applied to the health setting.
- Demonstrated ability to participate/initiate and or facilitate high quality research.
- Demonstrated commitment to consumer and carer participation.
- Computer literacy in the current nursing and clinical information systems e.g. CBIS, EPAS, OACIS

Experience

- Registered Nurse/Midwife with at least 5 years post registration experience.
- Demonstrated advanced level of nursing practice in the care and management of patients in a primary healthcare and preventative healthcare setting
- Experience in developing policies, procedures and models of care in the relevant area of clinical practice.
- Experience in the supervision of student nurses, enrolled nurses and less experienced registered nurses

Knowledge

- Knowledge and understanding of the Nurse Practitioner's role.
- Knowledge and understanding of relevant legislation, industrial agreements, standards, codes, ethics and competency standards.
- Knowledge of Quality Improvement Systems as applied to a healthcare setting.
- Knowledge of contemporary nursing/midwifery and health care issues related specifically to primary healthcare and preventative healthcare

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- Tertiary qualifications in nursing or human services related discipline.

Personal Abilities/Aptitudes/Skills:

- Ability to work within a team framework that fosters an environment that develops staff potential.
- Skills in using computers and software relevant to the area of practice
- Demonstrated ability to work in complex teams or across multiple agencies to achieve high quality outcomes

Experience

- Experience with quality improvement activities.

- Experience in evaluating the results of nursing research and integrating, where relevant, the results into nursing practice.
- Experience working in a primary healthcare setting and demonstrated scope of practice that would align with the primary healthcare and preventative healthcare model
- Experience working with Aboriginal and Torres Strait Islander People
- Experience in a custodial or justice environment
- Experience working with disadvantaged populations especially those with issues related to drug and alcohol or mental health
- Experience in the testing and treatment of Blood Borne Viruses.

Knowledge

- Knowledge of the South Australian Public Health System
- Knowledge of the correctional healthcare environment
- Knowledge of Harm Reduction in custodial settings

Organisational Context

Organisational Overview:

Our mission at SA Health is to lead and deliver a comprehensive and sustainable health system that aims to ensure healthier, longer and better lives for all South Australians. We will achieve our objectives by strengthening primary health care, enhancing hospital care, reforming mental health care and improving the health of Aboriginal people.

SA Health is committed to a health system that produces positive health outcomes by focusing on health promotion, illness prevention and early intervention. We will work with other government agencies and the community to address the environmental, socioeconomic, biological and behavioural determinants of health, and to achieve equitable health outcomes for all South Australians

Our Legal Entities:

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health and Wellbeing. The Department for Health and Wellbeing is an administrative unit under the Public Sector Act 2009.

The legal entities include but are not limited to the Central Adelaide Local Health Network Inc., Northern Adelaide Local Health Network Inc., Southern Adelaide Local Health Network Inc., Women's and Children's Health Network Inc., Barossa Hills Fleurieu Local Health Network Inc., Eyre and far North Local Health Network Inc., Flinders and Upper North Local Health Network Inc., Limestone Coast Local Health Network Inc., Riverland Mallee Coorong Local Health Network Inc., Yorke and Northern Local Health Network Inc.and SA Ambulance Service Inc.

SA Health Challenges:

The health system is facing the challenges of an ageing population, increased incidence of chronic disease, workforce shortages, and ageing infrastructure. The SA Health Care Plan has been developed to meet these challenges and ensure South Australian's have access to the best available health care in hospitals, health care centres and through GPs and other providers.

Central Adelaide Local Health Network:

CALHN is one of five Local Health Networks (LHNs) in South Australia established in July 2011. CALHN is responsible for the following health services:

- Royal Adelaide Hospital (RAH)
- The Queen Elizabeth Hospital (TQEH)
- Hampstead Rehabilitation Centre (HRC)
- St Margaret's Rehabilitation Hospital (SMRH)

- Glenside Health Service (GHS) Psychiatric Intensive Care Unit; Inpatient Rehabilitation Services and Acute beds only
- Adelaide Dental Hospital (ADH).
- SA Prison Health Service (SAPHS).

CALHN also has governance over numerous community mental health and primary health services including Prison Health Service, SA Dental Service and DonateLife SA. Of note also is governance of the Statewide Clinical Support Services (SCSS) including Imaging, Pathology and Pharmacy, responsibility of which has vacillated between CALHN and DHW over the past few years.

CALHN is one of three metropolitan LHNs and its core population is approximately 390,000 people. CALHN also provides services to patients from other SA networks, rural and remote areas, the Northern Territory, NSW (Broken Hill) and western parts of Victoria. These services usually relate to complex services such as head and neck cancer, radiation therapy, cardiac surgery, spinal surgery or rehabilitation.

CALHN's purpose is to deliver quality and sustainable healthcare. While the delivery of high quality patient care is our number one priority, we face a significant challenge in achieving financial sustainability. A quality-assured financial recovery plan has been developed to meet these challenges. Through effective leadership and change management, the plan which is applicable to all Directorates and departments, will be implemented over the next three years.

Division/ Department:

The role of SA Prison Health Service (SAPHS) is the provision of primary health services to adults incarcerated in state run adult correctional facilities in South Australia. SAPHS provides prisoners with health services comparable with what they would receive in the general community. The custodial environment provides an opportunity to provide preventative strategies for chronic diseases including immunisation, as well as both diagnosing and treating people with serious illness, mental health and drug and alcohol dependency.

Values

Central Adelaide Local Health Network Values

Our shared values confirm our common mission by promoting an organisational climate where the patient's needs are put first and where the teamwork and professionalism of our workforce help us to attract and retain the best staff. These values guide our decisions and actions.

Patient Centred:	Our patients are the reason we are here and we will provide the best service to our patients and customers
Team Work:	We value each other and work as a team to provide the best care for our patients
Respect:	We respect each other, our patients and their families by recognising different backgrounds and choices, and acknowledging that they have the right to our services
Professionalism:	We recognise that staff come from varied professional and work backgrounds and that our desire to care for patients unites our professional approach to practice

Code of Ethics

The *Code of Ethics for the South Australian Public Sector* provides an ethical framework for the public sector and applies to all public service employees:

- Democratic Values - Helping the government, under the law to serve the people of South Australia.
- Service, Respect and Courtesy - Serving the people of South Australia.
- Honesty and Integrity- Acting at all times in such a way as to uphold the public trust.
- Accountability- Holding ourselves accountable for everything we do.
- Professional Conduct Standards- Exhibiting the highest standards of professional conduct.

The Code recognises that some public sector employees are also bound by codes of conduct relevant to their profession.

Approvals

Role Description Approval

I acknowledge that the role I currently occupy has the delegated authority to authorise this document.

Name: Adam Spicer **Role Title:** Nursing Director

Signature: **Date: 01/11/2022**

Role Acceptance

Incumbent Acceptance

I have read and understand the responsibilities associated with role, the role and organisational context and the values of CALHN as described within this document.

Name: **Signature:** **Date:**