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## SA Health Job Pack

Job Title	McGrath Metastatic Breast Care Nurse
Eligibility	Open to Everyone
Job Number	790777
Applications Closing Date	20/5/2022
Region / Division	Barossa Hills Fleurieu Local Health Network
Health Service	Rural Support Service - Strategic Clinical Change
Location	Adelaide CBD
Classification	RN/M3
Job Status	Temporary Part-Time position working 24 hours per week up to 1/6/2026
Salary	\$114,560 - \$119,682 p.a. (Pro-rata)

## Contact Details

Full name	Holly Campbell
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Email address	<a href="mailto:Holly.Campbell2@sa.gov.au">Holly.Campbell2@sa.gov.au</a>

## Criminal History Assessment

Applicants will be required to demonstrate that they have undergone an appropriate criminal and relevant history screening assessment/ criminal history check. Depending on the role, this may be a Department of Human Services (DHS) Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:

- Working with Children Check (WWCC) - **DHS**
- National Disability Insurance Scheme (NDIS) Worker Check- **DHS**
- Unsupervised contact with Vulnerable groups- **NPC**
- Unsupervised contact with Aged Care Sector- **DHS**
- No contact with Vulnerable Groups - General Employment Probity Check - **NPC**

Further information is available on the SA Health careers website at [www.sahealth.sa.gov.au/careers](http://www.sahealth.sa.gov.au/careers) - see Career Information, or by referring to the nominated contact person below.

# Immunisation

## **Risk Category A (direct contact with blood or body substances)**

*This role carries specific immunisation requirements. To be eligible for appointment in this role you will be required to meet the immunisation requirements associated with Category A (direct contact with blood or body substances). [Please click here for further information on these requirements.](#)*

## Guide to submitting an application

Thank you for considering applying for a position within SA Health. Recruitment and Selection processes across SA Health are based on best practice and a commitment to a selection based on merit. This means treating all applications in a fair and equitable manner that aims to choose the best person for the position.

A well presented, easy to read application will allow the panel to assess the information they need from your application. To give yourself the best opportunity to reach interview, the application should clearly and concisely demonstrate to the selection panel that you are suitably equipped to perform the role, and that you possess all of the stated minimum essential skills, abilities, knowledge, experience and educational qualifications (where required).

The online application form to apply for this position will ask for employment history, education, qualifications and referees however to understand the position and requirements we suggest you become familiar with the attached Job and Person Specification.

We request that you attach the following to your application -

- ↳ **A covering letter** of up to 2 pages introducing yourself to the selection panel and describing your skills, abilities, knowledge, qualifications and experience in relation to the position;
- ↳ **A current Curriculum vitae/Resume** that includes your personal details, relevant employment history, education, training courses, qualifications and professional memberships.

\* Refer to [Guidelines for Applicants](#) for further information regarding

- Salary Packaging
- Opportunities for movement within SA Health
- Flexible working arrangements
- Criminal History screening and background checks
- Immunisation requirements
- Rights of review
- Information for applicants

## ROLE DESCRIPTION

<b>Role Title:</b>	McGrath Metastatic Breast Care Nurse
<b>Classification Code:</b>	Registered Nurse/Midwife Level 3 – Nurse Consultant
<b>LHN/ HN/ SAAS/ DHA:</b>	Barossa Hills Fleurieu Local Health Network
<b>Hospital/ Service/ Cluster</b>	Rural Support Service
<b>Division:</b>	Strategic Clinical Change
<b>Department/Section / Unit/ Ward:</b>	
<b>Role reports to:</b>	Line Manager: Advanced Nurse Consultant Professional: Clinical Services Manager
<b>Role Created/ Reviewed Date:</b>	26/04/2021
<b>Criminal History Clearance Requirements:</b>	<input checked="" type="checkbox"/> DHS Working With Children Check (WWCC) <input type="checkbox"/> NDIS Worker Screening <input checked="" type="checkbox"/> NPC – Unsupervised contact with vulnerable groups
<b>Immunisation Risk Category</b>	<input checked="" type="checkbox"/> Category A (direct contact with blood or body substances) <input type="checkbox"/> Category B (indirect contact with blood or body substances) <input type="checkbox"/> Category C (minimal patient contact)

## ROLE CONTEXT

### Primary Objective(s) of role:

- Provide clinical expertise and leadership in the development and enhancement of specialist services for women and men presenting with Metastatic Breast Cancer.
- Facilitate innovative evidence-based practice, in accordance with clinical practice guidelines and the McGrath Model of Care.
- Act as a clinical expert in advanced breast cancer and function as a resource person to patients, families, and staff across regional South Australia.
- Have expert knowledge regarding the spectrum of Breast Cancer, inclusive of health assessment, treatment pathways, referrals, and on-going coordination of care.

Employees classified at this level use their clinical knowledge and experience to provide a compassionate support service to nursing practice, which may include but not be limited to areas such as the provision of a range of education, training, learning experiences and materials.

Employees classified at this level accept accountability for the outcomes of nursing education practices, for addressing inconsistencies between practice and policy; and for contributing to a safe and positive work culture in the interest of patient/client outcomes.

Various practice models may be used to enact this role, including but not limited to:

- Providing education and training support to a specific group of wards/units/service/ community programs and/or specific nurses.
- Providing education support in a specific education and/or training portfolio.
- Coordination and leadership of projects, programs and/or research to achieve improved outcomes and/or service delivery.

### Key Relationships/ Interactions:

### Internal

- > Clinical Services Manager, Rural Support Service
- > Advanced Nurse Consultant, Cancer Services, Rural Support Service
- > Executive Directors of Nursing and Midwifery across the regional LHNs
- > RSS Cancer Services Team
- > Works closely with Regional McGrath Breast Care Nurses, Medical Oncologists, Nurse Clinical Leads, Allied Health Teams, Nursing leadership in other clinical streams and other members of the Multidisciplinary Team.
- > Other Medical professionals

### External

- > Regional GPs.
- > Participation on relevant committees and work groups related to Cancer services
- > Liaison with nurse educators across LHNs on issues relating to breast cancer services

### **Challenges associated with Role:**

Major challenges currently associated with the role include:

- > Development of clinical models of care across six regional health networks and numerous facilities.
- > Ensuring that regional breast cancer services are appropriately integrated into future state-wide cancer service plans in partnership with metropolitan-based cancer services
- > Ensuring Regional Local Health Networks can achieve the outcomes associated with the state-wide McGrath Foundation initiatives.
- > Ensuring that Regional LHNs are delivering consistent safe and high-quality breast cancer care and support services to regional patients.
- > Keeping professionally up to date with research, technological advances, models of care and education methodologies
- > Working appropriately and in a culturally respectful way with staff, patients and their families where there are multiple complexities, diverse cultural backgrounds and expectations of patients.
- > Support inter-professional education by working collaboratively within the multidisciplinary team and across diverse sites.

### **Delegations:**

- > Nil Financial Delegation
- > Nil HR Delegation

### **Resilience:**

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

### **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.

#### **General Requirements:**

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

- > Work Health and Safety (WHS).
- > Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- > Keeping Them Safe Legislation (inclusive of Mandatory Notifier).
- > Disability Discrimination.
- > Code of Fair Information Practice.
- > Relevant Awards, Enterprise Agreements, Public Sector Act 2009, Health Care Act 2008, and the SA Health (Health Care Act) Human Resources Manual.
- > 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.

#### **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 Statement:**

BHFLHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. BHFLHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

#### **Special Conditions:**

- > It is mandatory that no person, whether or not currently working in SA Health, will be eligible for appointment to a position in SA Health unless they have obtained a satisfactory Background Screening and National Criminal History Clearance.
- > Prescribed Positions under the Child Safety (Prohibited Persons) Act 2016 must obtain a satisfactory Working With Children Check (WWCC) through the Screening and Licensing Unit, Department for Human Services (DHS).
- > Approved Aged Care Provider Positions as defined under the Accountability Principles 1998 made in pursuant to the Aged Care Act 2007 (Cth) must obtain a satisfactory National Police Certificate (NPC) through the South Australian Police confirming the clearance is for the purpose of employment involving unsupervised contact with vulnerable groups.
- > Risk-Assessed roles under the National Disability Insurance Scheme (Practice Standards – Worker Screening Rules 2018) must obtain a satisfactory NDIS Worker Screening Check through the Department of Human Services (DHS) Screening Unit.
- > National Police Certificates must be renewed every 3 years thereafter from date of issue.
- > Working With Children Checks must be renewed every 5 years thereafter from date of issue.
- > NDIS Worker Screening Check must be renewed every 5 years thereafter from date of issue.
- > 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.
- > Appointment is subject to immunisation risk category requirements (see page 1). There may be ongoing immunisation requirements that must be met.

## Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Support of health service systems	<ul style="list-style-type: none"> <li>&gt; Ensure that clinical improvement activities are undertaken which have the aim of achieving evidence based, best practice clinical services. These activities will involve evaluation of clinical processes and service outcomes by clinical audits and quality assurance programs.</li> <li>&gt; Use available information systems: to inform decision making, to implement and co-ordinate processes for quality improvement, to monitor and analyse incidents and accidents, to ensure quality and safety is not compromised, to evaluate outcomes and convey information to staff.</li> <li>&gt; Contribute to the development of, implementation of, and monitoring of corporate policies and processes and lead in their area of expertise.</li> <li>&gt; Management of resources with due diligence.</li> <li>&gt; Implement and co-ordinate within span of control, education for quality improvement and continuity within corporate risk management and nursing/midwifery professional practice frameworks.</li> <li>&gt; Identifying hazards, assessing risks and implementing, monitoring and maintaining hazard control measures.</li> <li>&gt; Maintain productive working relationships and manage conflict resolution.</li> <li>&gt; Plan, coordinate and provide education support for change processes, risk management practices and service improvement activities within the organisation's professional practice, education and administrative frameworks.</li> <li>&gt; Contribute to capability development requirements identified within performance development and succession planning activities.</li> <li>&gt; Coordination and leadership of projects, programs and/or research to achieve improved educational outcomes and/or service delivery.</li> </ul>
Direct/indirect patient/client care	<ul style="list-style-type: none"> <li>&gt; 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 the 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 practice.</li> <li>&gt; Provide direct, expert clinical nursing/midwifery care, select and implement different therapeutic interventions, provide individual case management to a defined population of patients/clients and evaluate progress.</li> <li>&gt; Contribute expert nursing/midwifery assessment and advice to local clinical teams to achieve integrated nursing/midwifery care within a risk management framework.</li> <li>&gt; Undertake the nursing/midwifery care role with a significant degree of independent clinical decision making in the area of personal expertise.</li> <li>&gt; The McGrath MBCN will be required in a multidisciplinary primary health care setting to apply nursing/midwifery expertise to assess clients, select and implement different therapeutic interventions and/or support programs and evaluate patient/client progress.</li> <li>&gt; The McGrath MBCN will be required to work with all members of the RSS and Regional Cancer Service Teams, including medical, nursing, and Allied Health to ensure that holistic care can be provided to the patient and their families/carers.</li> </ul>

	<ul style="list-style-type: none"> <li>&gt; The McGrath MBCN may be required to provide support to patients during medical appointments/consults if requested</li> <li>&gt; Facilitate and build effective relationships with all members of the metropolitan and regional multidisciplinary teams to assist with the efficient provision of care and treatment of regional metastatic breast cancer patients.</li> <li>&gt; The McGrath MBCN will work in collaboration with the regional McGrath Breast Care Nurse.</li> <li>&gt; Contribute to competency improvement and analysis, measurement and evaluation of education and professional development.</li> </ul>
Education	<ul style="list-style-type: none"> <li>&gt; Hold a contemporary professional practice portfolio containing evidence of postgraduate qualifications, learning and practice experience that underpin a demonstrable application of knowledge and skills commensurate with the level and type of practice expected of the role.</li> <li>&gt; Provide subject matter expertise to ensure contemporary educational frameworks are delivered in accordance with best clinical practice.</li> <li>&gt; Apply and share expert clinical knowledge to improve patient/client care outcomes</li> <li>&gt; Contribute to the review and management of education/training programs to ensure the achievement of outcome standards and KPIs.</li> <li>&gt; Contribute clinical expertise to learning environments, which may include individual/team capability development and/or post registration clinical teaching.</li> <li>&gt; Collaborate with Nurse Unit Managers and Nurse Consultants to coordinate teaching and learning processes and achieve planned outcomes.</li> <li>&gt; Provide and/or coordinate educational support within the organisation's professional practice, education and administrative frameworks.</li> <li>&gt; Contribute to the dissemination of information regarding current developments in nursing and midwifery.</li> <li>&gt; Identifies future issues and new directions for breast cancer services.</li> <li>&gt; Development, delivery and evaluation of education programs and materials for all levels of nursing/midwifery staff and students and promote inter-professional learning.</li> <li>&gt; Maintenance of ongoing personal professional development / continuing education</li> <li>&gt; Development and writing of curriculums that articulate with the Australian Quality Training Framework.</li> </ul>
Research	<ul style="list-style-type: none"> <li>&gt; Contribute specific expertise to monitor and evaluate research activities in order to improve nursing or midwifery practice and service delivery.</li> <li>&gt; Establishing, implementing and evaluating systems, which ensure best practice/evidence and patient/client outcomes.</li> <li>&gt; Applies evidenced based recommendations to improve practice and service function.</li> <li>&gt; Undertake or oversee short term clinical and/or education research projects.</li> </ul>
Professional leadership	<ul style="list-style-type: none"> <li>&gt; Provides leadership and direction, acts a role model, mentor, consultant and resource person.</li> <li>&gt; Leads, establishes, and reviews clinical guidelines in the area.</li> </ul>



	<ul style="list-style-type: none"><li>&gt; Provide, coordinate and advise key stakeholders on education services.</li><li>&gt; Contribute to the development of leaders.</li><li>&gt; Developing systems to support performance development and competency assessment.</li></ul>
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## 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.
- > At least 3 years recent full-time equivalent experience in Oncology, Palliative Care or Breast Cancer Nursing.
- > Antineoplastic Drug Administration Course accreditation, or a willingness to undertake the required training within 3 months of commencement.

#### **Personal Abilities/Aptitudes/Skills:**

- > Demonstrated ability to assess, plan, initiate and manage complex cases at an advanced level.
- > Demonstrated understanding of the physical, and psychological needs of patients with metastatic breast cancer.
- > Understanding of the common treatment regimens for metastatic breast cancer
- > Excellent interpersonal oral and written communication skills and the ability to provide, information and education effectively to patients, families, and carers.
- > Demonstrated ability to work independently and as part of a multidisciplinary team.
- > Demonstrated excellent collaborative, leadership, and teaching skills.
- > Demonstrated leadership in the analysis, implementation and review of best practice clinical process, systems and evidence-based practice.
- > Demonstrated ability to work co-operatively with a diverse range of people to achieve goals and solve problems in both group and one to one situations.
- > Effective leadership skills including highly developed skills in communication, problem solving, conflict resolution and negotiation.
- > Proven ability to perform effectively under pressure and prioritise workloads.
- > Ability to support and manage change through the application of education principles and programs
- > Demonstrated experience working in a Multi-disciplinary Team.
- > Ability to prioritise workload and meet set timelines.

#### **Experience**

- > Demonstrated significant experience in Oncology, Breast Care Nursing or Palliative Care.
- > Demonstrated experience in the improvement of clinical outcomes and implementing clinical change.
- > Experience working with Aboriginal consumers, or a willingness to undertake training in order to engage Aboriginal consumers in a cultural appropriate manner.

#### **Knowledge**

- > Understanding of the South Australian Public Health System
- > Understanding of contemporary breast cancer nursing practice.
- > Understanding of the standards, quality and safety regulations as applied to Cancer Services
- > Understanding of quality improvement principles.
- > General understanding of Aboriginal culture and a willingness to undertake further training in this area.

## **DESIRABLE CHARACTERISTICS**

### **Educational/Vocational Qualifications**

- > Tertiary qualifications (Graduate Diploma or Master level) in Nursing, Health Administration or Education.
- > Advanced clinical practice certification.
- > Post Graduate qualifications in breast care nursing, oncology, or palliative care.

### **Personal Abilities/Aptitudes/Skills**

- > Ability to develop, coordinate and deliver education programs and conduct appropriate evaluations of the programs.
- > Skills in the use of information technology including electronic medical records and the use of telehealth technology.
- > Demonstrated clinical excellence in the field of Breast Cancer Nursing.
- > Innovation, creativity and flexibility that can be applied to an education setting within healthcare.
- > Ability to prepare and undertake presentations of a high standard in a range of educational setting to both community and professional groups.
- > Skills in simulated learning environments
- > Ability to make recommendations based upon health care research to ensure best practice.
- > Demonstrated ability in leading and promoting consumer engagement initiatives

### **Experience**

- > Experience working with multi-disciplinary teams, including primary care.
- > Experience working in regional or remote areas.
- > Experience conducting nursing education research.
- > Experience in educational curriculum development.
- > Experience in Breast Cancer Nursing

### **Knowledge**

- > Knowledge of the South Australian Public Health System.
- > Understanding of contemporary health issues and systems in rural and remote areas.
- > Knowledge of contemporary professional nursing and health care issues.



## 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 Ageing and the Minister for Mental Health and Substance Abuse.

The legal entities include but are not limited to Department for Health and Ageing, Central Adelaide Local Health Network, Northern Adelaide Local Health Network, Southern Adelaide Local Health Network, Women's and Children's Health Network, Country Health SA Local Health Network and SA Ambulance Service.

### 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.

### Health Network/ Division/ Department:

Barossa Hills Fleurieu Local Health Network has an expenditure budget of around \$280 million and an employed workforce of over 2000.

The LHN encompasses country hospitals and health services that provide support and services to approximately 12% of the South Australian population.

The region is an area of significant population growth for South Australia. Our sites and services are located at Mt Barker, Gawler, Victor Harbor (Southern Fleurieu), Strathalbyn, Kingscote, Mt Pleasant, Angaston, Tanunda, Gumeracha, Eudunda and Kapunda. The LHN has 11 public hospitals, 6 aged care facilities and an extensive range of community based services.

A range of clinical services are delivered including Acute care, Medical, Accident and Emergency, Surgery, Birthing and Midwifery, Specialist Consultancy, Renal Dialysis, Chemotherapy, Transfusions, Rehabilitation, Residential Aged Care, Respite Care, Transitional Care Packages, Aboriginal Health, Mental Health, Allied Health, Community Health (Country Health Connect), Community Nursing, Palliative Care, Community Home Support Packages and Home Modifications.

The Rural and Remote Mental Health Service at Glenside, Adelaide, provides services to the region with a team including psychiatrists, psychologists, social workers, occupational therapists and mental health nurses. There are also specialist youth mental health clinicians and access to specialist older persons mental health services.

The Barossa Hills Fleurieu Local Health Network is the host LHN for the Rural Support Service. The RSS supports all six regions LHNs by bringing together a number of specialist clinical and corporate advisory functions focused on improving quality and safety.

## Values

### BHFLHN Values

The values BHFLHN are used to indicate the type of conduct required by our employees and the conduct that our customers can expect from our Local Health Network:

- > We are committed to the values of trust, respect, integrity, collaboration and kindness.
- > We value care, excellence, innovation, creativity, leadership and equity in health care provision and health outcomes.
- > We demonstrate our values in our interactions with others in SA Health, the community, and those for whom we care.

### 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.

As a public sector employee, you have a responsibility to maintain ethical behaviour and professional integrity standards. It is expected that you act in accordance with the Code of Ethics and contribute to a culture of integrity within SA Health.

SA Health acknowledges culture and identity as being integral to Aboriginal health and wellbeing and is committed to improving the health of Aboriginal people.

SA Health vision for Reconciliation is the gap is closed on Aboriginal health disadvantage; and Aboriginal people share the same rights, respect and access to opportunities and benefits as all South Australians.

## Approvals

### Role Description Approval

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

**Name:**

**Role Title:**

**Signature:**

**Date:**

## Role Acceptance

### Incumbent Acceptance

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

**Name:**

**Signature:**

**Date:**