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SA Health Job Pack

Job Title	Advanced Nurse Consultant - Diabetes
Eligibility	Open to Everyone
Job Number	864576
Applications Closing Date	3/5/2024
Region / Division	Barossa Hills Fleurieu Local Health Network
Health Service	Rural Support Service
Location	Location negotiable
Classification	RN/M4
Job Status	Permanent Full Time position
Salary	\$128,327 - \$133,758 p.a.

Contact Details

Full name	Sandra Gilbert
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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 - 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

Role Title	Advanced Nurse/ Midwife Consultant - Diabetes
Classification Code	Registered Nurse/Midwife Level 4
Position Number	
Local Health Network	Barossa Hills Fleurieu Local Health Network Inc (BHFLHN) as host
Hospital / Service / Cluster / RSS	Rural Support Service (RSS)
Department/Section / Unit/ Ward	Diabetes
Role reports to	Nursing Director Rural Support Service
Role Created/ Reviewed Date	November 2022 / April 2024
Criminal History Clearance Requirements	<input checked="" type="checkbox"/> NPC – Unsupervised contact with vulnerable groups <input checked="" type="checkbox"/> DHS Working With Children Check (WWCC) <input type="checkbox"/> NDIS Worker Screening Please click here for further information on these requirements
Immunisation Risk Category	Category A (Direct Contact with blood or body substances) Please click here for further information on these requirements

ROLE CONTEXT

Primary Objective(s) of role:

Employees classified at this level provide clinical nursing expertise and leadership in diabetes clinical management, education and models of care for a variety of clinical settings including acute care, ambulatory care and aged care services.

Employees in this role accept accountability for their nursing/midwifery practice, the outcomes of nursing/midwifery practices for the specific patient/client group, the professional advice given, delegations of care made and for addressing inconsistencies between practice and policy across all six regional LHNs.

At level 4 clinicians practice beyond the usual extent of nursing/midwifery scope of practice and are autonomous clinical decision makers, working independently and collaboratively in the health care system.

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

- > Providing clinical leadership to health professionals within the span of appointment;
- > Primarily providing direct expert nursing/midwifery care for individuals and/or groups of patients/clients;
- > Contribute and manage regional-wide portfolios/projects/programs to contribute to the development, implementation and evaluation of relevant Departmental and Government policies.

Direct Reports:

- > Project Administration Officer AS03

Key Relationships/ Interactions:

Internal

- > Maintains close collaborative working relationships with level 3 and level 4 Nurses/Midwives.
- > Maintains cooperative and productive working relationships within all members of the health care team.
- > Support and works collaboratively with less experienced members of the nursing/midwifery team

External

- > Maintains relationships with non-government organisations or other government 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 people with all types of diabetes across the age continuum including where there are multiple complexities, diverse cultural background and expectations of clients.
- > Working collaboratively with multiple regional LHN's and rural and remote sites to ensure equity of service for health care professional and people with diabetes living in country SA.

Delegations:

- > Financial and human resource delegation as per Barossa Hills Fleurieu LHN delegations.

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:

*NB Reference to legislation, policies and procedures includes any superseding versions

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 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.
- > 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)*
- > *SA Information Privacy Principles*
- > Relevant Awards, Enterprise Agreements, *Public Sector Act 2009 (SA)*, *Health Care Act 2008 (SA)*, 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.
- > *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
- > SA Health/LHN/SAAS policies, procedures and standards

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:

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

Special Conditions:

NB Reference to legislation, policies and procedures includes any superseding versions

- > Meet immunisation requirements as outlined by the Immunisation for Health Care Workers in South Australia Policy Directive.
- > **Appointment is subject to immunisation risk category requirements (see page 1). There may be ongoing immunisation requirements that must be met.**
- > 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 the satisfactory Criminal and Relevant History Screening, as required by the *SA Health Criminal and Relevant History Screening Policy Directive*.
- > For 'Prescribed Positions' under the *Child Safety (Prohibited Persons) Act (2016)*, the individual's WWCC must be renewed every 5 years from the date of issue; and for "Approved Aged Care Provider Positions" every 3 years from the date of issue as required by the *Accountability Principles 2014* issued pursuant to the Aged care Act 1997 (Cth).
- > 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.
- > 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.

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Direct/ indirect Patient/client care	<ul style="list-style-type: none"> > 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 diabetes clinical knowledge underpins and informs their ability to support, lead and/or provide expert clinical care to improve and optimise nursing/midwifery care. > Provide expert clinical nursing/midwifery care, and interventions and/or individual case management to a defined population of patients/clients. > 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. > Contribute expert nursing/midwifery assessment and advice to clinical teams to achieve integrated nursing/midwifery care within a risk management framework. > Comprehensively assess health status including history and physical examination. > Initiate and interpret diagnostic pathology and/or radiology. > Initiate interventional therapies and use of health appliances or equipment. > Clinically manage patients/clients either directly or by delegation. > Communicate patient/client management plans to all relevant members of the health care team, including general practitioners and/or other agencies. > Practice extensions of the nursing/midwifery role in accordance with local clinical and/or admitting privileges, agreements, practice guidelines and/or protocols. > The role may be sessional in combination with clinical practice responsibilities.
Support of health service systems	<ul style="list-style-type: none"> > 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. > Contribute to the development and sustainability of nursing/midwifery skills and practice development for the needs of the specific population group using systems of resource and standards promulgation. > Contribute specific expertise to nursing/midwifery practice through clinical protocol and standards development.

Education	<ul style="list-style-type: none"> > 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. > Apply and share expert clinical knowledge to improve patient/client care outcomes. > Contribute clinical expertise to learning environments, which may include individual/team capability development and/or post registration clinical teaching.
Research	<ul style="list-style-type: none"> > 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. > Conduct and/or guide clinical practice research.
Professional leadership	<ul style="list-style-type: none"> > 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. > Leading nursing/midwifery clinical practice within the professional practice framework established by the Director of Nursing/Midwifery, and/or lead a multidisciplinary team. > Lead the redesign of care and treatment practices.

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications

- > Registered or eligible for registration as a Nurse (RN) with the Nursing and Midwifery Board of Australia and who holds, or who is eligible to hold, a current practicing certificate.

Personal Abilities/Aptitudes/Skills

- > Demonstrated leadership qualities including highly developed skills in communication, problem solving, conflict resolution and negotiation.
- > Demonstrated ability to work with a high degree of autonomy.
- > Demonstrated ability to communicate and work with others to influence and earn the trust and respect of relevant parties gaining co-operation and support.
- > Demonstrated skills in creative thinking, analysing, formulating and executing appropriate solutions, and negotiating successful outcomes in an innovative and resourceful manner.
- > Ability to engage and influence others to improve Aboriginal Health services provided to the local community.
- > Ability to engage appropriately with Aboriginal consumers and community members to improve health outcomes.
- > Ability to engage and influence others to improve Aboriginal Health services provided to the local community.

Experience

- > Registered Nurse and or Midwife with at least 3 years post registration experience.
- > Demonstrated clinical competence in diabetes clinical management and education at an advanced level
- > Demonstrated experience in quality improvement initiatives, strategic planning and innovative service developments including evaluation
- > Experience in developing protocols and procedures that support best practice in diabetes clinical practice.
- > Demonstrates a high level of expertise in use of computers and software relevant to area of practice.
- > Experience in clinical teaching in the inpatient setting, ambulatory care setting and/or aged care.

Knowledge

- > Diabetes at an advanced level
- > Knowledge and understanding of relevant legislation, industrial agreements, standards, codes, ethics and competency standards
- > Knowledge of Quality Improvement Systems as applied to a hospital setting and contemporary professional nursing and or midwifery and health care issues.
- > Can evidence attending training in Aboriginal cultural issues and has the willingness and the ability to develop this knowledge within the team you manage and across the health service generally.
- > Can show evidence of a working knowledge of health issues and service barriers facing Aboriginal consumers.
- > Can show evidence of attending training in Aboriginal cultural issues and has the willingness and the ability to develop this knowledge within the team you manage and across the health service generally.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- > Tertiary qualifications in nursing or midwifery or human services related discipline (Graduate Certificate or Diploma or Master level)
- > Holds or is working towards qualifications relevant to practice setting such as Australian Diabetes Educator Association Credentialed Diabetes Educator

Personal Abilities/Aptitudes/Skills:

- > Highly developed report writing and oral presentation skills and proficient use of a range of software products.
- > Demonstrated ability to participate in and contribute to key decision making processes at a senior level.
- > Demonstrated ability in leading and promoting consumer engagement initiatives.

Experience

- > Experience in clinical mentoring and support of nurses and midwives, and allied health professionals.
- > Experience with quality improvement methodologies for clinical activities
- > Experience in evaluating the results of research and integrating, where relevant, the results into diabetes care and education.
- > Experience working with Aboriginal consumers and communities to provide culturally appropriate health services.

Knowledge

- > Knowledge of regional health services
- > Knowledge of the South Australian Public Health System.

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

Health Network/Division/Department: Rural Support Service (RSS)

The RSS is a business unit in SA Health and provides services throughout regional South Australia to support the six regional local health networks (LHNs). It employs around 260 people who work in 37 regional, rural and remote SA locations, or in the RSS's three Adelaide offices. Many RSS staff enjoy working from home or remotely and benefit from the work-life balance this provides. They enjoy the freedom to further their career while remaining part of their local community and contributing to health care right across regional South Australia.

Advocating for the health priorities of regional South Australians, the RSS operates in collaboration with each of the regional LHNs to deliver more than 90 specialised clinical and corporate services. It combines skills and strengths where scale and expertise benefits healthcare delivery. Services are regional wide and include digital health, clinical and wellbeing, workforce planning and development and business, risk and finance. The RSS also delivers several state-wide services for and with all 10 SA Health LHNs. The RSS was established in 2019 as part of significant changes across SA Health which saw separate regional LHNs created. The RSS is currently hosted within BHFLHN whose Governing Board is responsible for overall governance of the RSS. The RSS is led by an Executive Director, Governance Committee and Leadership Committee.

Values

RSS Values

RSS staff embody the South Australian public sector values:

- > Service – We proudly serve the community and the South Australia government
- > Professionalism – We strive for excellence
- > Trust – We have confidence in the ability of others
- > Respect – We value every individual
- > Collaboration and Engagement – We create solutions together
- > Honesty and Integrity – We act truthfully, consistently and fairly
- > Courage and Tenacity – We never give up
- > Sustainability – We work to get the best results for current and future generations of South Australians.

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. There are four foundations: democracy, impartiality, accountability and diversity.

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.

Reconciliation

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

SA Health's vision for reconciliation is that the gap is closed on Aboriginal health disadvantage, and that 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:

Date:

Signature:

Role Acceptance

Incumbent Acceptance

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

Name:

Date:

Signature: