

POSITION DESCRIPTION

Medical Oncology Research Nurse – 1.0 FTE Cancer Biology and Care Program

Position Title	Medical Oncology Research Nurse			
Division	Cancer Biology and Care Program			
Location	Level 2, Aubigny Place, Raymond Terrace, South Brisbane			
Position Purpose	<p>The Research Nurse will be allocated research activity relevant to the Medical Oncology Team. The Research Nurse is also responsible to ensure timeliness of the scheduling of clinical research procedures required by research protocols. They will be expected to conduct clinical research trials whilst ensuring that the applicable local, national and international regulations and standards are being met. This position is also responsible for ensuring that clinical processes, systems and educational tools are being utilised appropriately in the conduct of clinical research.</p> <p>This position sits under of Cancer Biology and Care Program, Mater Research and will be working within the Medical Oncology Research Team with the Cancer Care Services of Mater.</p>			
Occupational Category and Level	MR professional staff pay point proportional to experience (pro rata 1.0 FTE)			
Reporting Relationship	Program Coordinator – Cancer Biology and Care, Director of Nursing and Principal Investigators			
Review Date	June 2018			
Next Review Due	June 2019			
Staff Member	TBC	Signature	Date	
Direct Supervisor		Signature	Date	
Related Mater Position Description attached	Yes <input type="checkbox"/> ref: _____ N/A <input type="checkbox"/>			

Head office

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Mercy
Dignity
Care
Commitment
Quality

1. OVERVIEW

Mater

For more than a century in Queensland, Mater has been defined by an abiding commitment to meeting the healthcare needs of the community. Today, our Mission and Mercy Values continue to guide Mater people in making appropriate decisions for a sustainable, socially relevant healthcare service that is genuinely committed to the community it serves. As Mater's capacity to genuinely and sustainably influence health outcomes has increased, our service model has adapted to incorporate and enhance contemporary practice. Today we recognise that achieving and sustaining our goal to help build a healthy community requires a sincere and consistent approach to integration of three key elements. To that end, our corporate strategy is heavily focused on integration, excellence and continuous improvement across three areas of health service delivery, education and research.

Health: Ongoing provision and expansion of our core healthcare services to build closer connections with our community, to promote wellness and healing.

Education: Organisation-wide integration of teaching and learning, with an inter-professional focus and approach to improve health education and clinical outcomes for all.

Research: Conducting research consistent with, and supportive of, our core healthcare services and partnering to share our research outcomes for the benefit of the community.

In the area of research, Mater will:

- Develop and conduct research programs which translate into clinical practice and contribute to delivery of best possible patient care.
- Undertake programs which support the sustainability of clinical services and teaching.
- Provide practical support to our clinical researchers to assist with recruitment and retention of clinical leaders. Drive an organisation-wide, accessible and integrated approach to evidence-based healthcare delivery.

Values: *We value care, mercy, dignity, quality and commitment.*

Mater Research (MR)

Mater Research (MR) is a world-class institute that is committed to academic medicine and aims to discover, develop, translate, and commercialise medical research that integrates with relevant areas of excellence within clinical practice. MR discovers ways to prevent and treat conditions affecting babies, children, adolescents and adults, helping them to lead healthy lives.

Our teams conduct outstanding research into:

- common diseases affecting children and adults
- more effective diagnosis and treatment of disease
- improving health outcomes for mothers and babies
- understanding development from babies through to adolescence and adulthood

Translational Research Institute (TRI)

Focusing on a wide range of health and medical research areas, the Translational Research Institute (TRI) is a joint venture between Mater Research (MR) The University of Queensland Diamantina Institute (UQDI), Queensland University of Technology's Institute of Health and Biomedical Innovation (IHBI), and the Princess Alexandra Hospital's Centres for Health Research. The Translational Research Institute brings these research facilities together with the aim to improve and accelerate the translation of medical research into greater patient care.

2. HOURS

This is a full-time position 1.0 FTE. Monday- Friday. As with all scientific institutes, we acknowledge the need for flexibility in working hours in order to undertake the experimental procedures appropriate to individual projects.

3. PURPOSE OF POSITION

The Research Nurse will be allocated research activity relevant to the Medical Oncology Team. The Research Nurse is also responsible to ensure timeliness of the scheduling of clinical research procedures required by research protocols. They will be expected to conduct clinical research trials whilst ensuring that the applicable local, national and international regulations and standards are being met. This position is also responsible for ensuring that clinical processes, systems and educational tools are being utilised appropriately in the conduct of clinical research.

This position sits under of Cancer Biology and Care Program, Mater Research and will be working within the Medical Oncology Research Team with the Cancer Care Services of Mater.

4. POSITION DESCRIPTION

4.1 Research Activities

- Coordinate the care of Medical Oncology clinical trial patients as per specific protocol requirements
- Clinical application of trial related activities including but not limited to administration of chemotherapy and immunotherapy drugs and Investigational Products, blood collection, patient adverse event assessment, performing electrocardiographs.
- Develop strong working relationships with the clinical trial patient and their care givers.
- Implementation and day to day management of research projects in close collaboration with clinical staff and study investigators ensuring efficient processes are instigated and followed.
- Identification of barriers to adequate study recruitment in close collaboration with study investigator and develop improved strategies
- Assist in the development of data collection systems and organise and manage data collection in accordance with regulatory standards and project timelines.
- Develop a strong working relationship with Principal Investigators and Co Investigators to ensure effective and timely implementation of clinical research.
- Establish and maintain high quality relationships with key internal and external stakeholder
- Conducting clinical research to ensure consistency and adherence to Good Clinical Practice (GCP) and all applicable regulatory requirements.
- Responsible for ensuring adherence to MR/MML Clinical Policies and Procedures.
- Assist in the identification and resolution of issues associated with the conduct of clinical research in collaboration with the MR/MML staff, clinicians, external investigators, external sites and collaborators.
- Ensure that the Ethics and Research Governance Office receives required trial progress reports, any protocol amendments and trial reports.

4.2 Education and Communication

- Demonstrate a high standard of written and oral communication and interpersonal skills.
- Establish and maintain effective communication networks to facilitate efficient conduct of clinical research with relevant collaborators and/or industry sponsors within the relevant theme.
- Promote consumer awareness of the role of clinical research within the Mater complex and externally.
- Prepare and present at professional forums as applicable.
- Attend relevant training programs and mandatory educational programs, workshops, conference and promotional functions.
- Responsible for updating and maintaining Professional Portfolio to ensure requirements are met to maintain professional registration.

- Maintain currency with nursing practice and industry requirements.

4.3 Human Resource Management

- Maintain a safe working environment.
- Report any potential hazards to the reporting officer.
- Ensure compliance with Workplace Health and Safety (WHS) Standards.
- Treat all clients with sensitivity and without discrimination.
- Responsible to ensure the annual performance plan is met.

4.4 Expression of the Mater Values

- Promote and demonstrate the mission and objectives of Mater
- Promote and demonstrate the philosophy and values of the Mater
- Demonstrate personal attentiveness, sensitivity and non-judgemental manner when interacting with team members and families.
- Demonstrate values based decision-making and leadership.
- Ensure that the mission, objectives, philosophy and values stated above are inherent in the delivery of the health care services by collaborating with and supporting other members of the health care team regarding clinical and research practices.
- Demonstrate a strong commitment to the timely delivery of a high quality service to the staff of Mater

5. PRIMARY DELEGATIONS AND ACCOUNTABILITIES

- Coordination and practical application of care for clinical trial patient loads
- Develop a strong working relationship with the Principal Investigators and Co Investigators to ensure effective and timely implementation of clinical research
- Clinical Trial activity will be undertaken according to the guidelines established by the Executive Leadership Team
- Collection of clinical trial patient data, data entry and management of data queries in electronic case report forms
- Demonstrated understanding and commitment to the joint NHMRC/AVCC Statement and Guidelines on Research Practice is required
- Demonstrated understanding and commitment to the NHMRC National Statement on Ethical Conduct in Research Involving Humans

6. INTELLECTUAL PROPERTY

Mater Research will require the assignment of all rights, in and to all discoveries, and inventions made, developed, or devised while working at or under the guidance of the Mater Research, during the term of the appointment.

7. SELECTION CRITERIA

Qualifications

Essential

- Current AHPRA nursing registration
- Relevant and current qualification (within 2 years) related to Medical Oncology Nursing

Experience, Knowledge and Skills

Essential

- Demonstrated high level interpersonal skills necessary for negotiating and liaising effectively with a diverse range of staff, patients and other stakeholders.
- Ability to conduct clinical research to ensure consistency and adherence to Good Clinical Practice (GCP)
- Demonstrate high level written and verbal communication skills
- Possess analytical and problem solving skills
- Ability to work independently and as part of a multidisciplinary team

Desirable

- Experience in implementing and conducting clinical research with current ICH GCP qualifications
- Chemotherapy, Central Venous Access Device, venepuncture competencies
- Demonstrate an understanding and commitment to the NHMRC National Statement on Ethical conduct in research involving humans
- Knowledge of data management systems
- Project management skills
- Advanced computer skills

Personal Qualities

Essential

- Personal attributes of maturity, integrity, tact, sound judgement and respect for confidentiality with the ability to work effectively and efficiently as part of a team. Express a commitment to the promotion of the philosophy and objectives of the Mater Misericordiae Limited and Mater Research.

8. REVIEW

The position will be subject to mutual review on an annual basis.