

## Statement of Duties

<b>Position Title:</b> Nurse Practitioner - Aged Care	<b>Position Number:</b> 518397	<b>Effective Date:</b> July 2019
<b>Group and Unit:</b> Tasmanian Health Service (THS)		
<b>Section:</b> Complex, Chronic and Community Services	<b>Location:</b> South	
<b>Award:</b> Nurses and Midwives (Tasmanian State Service)	<b>Position Status:</b> Permanent	
	<b>Position Type:</b> Full Time	
<b>Level:</b> Grade 8	<b>Classification:</b> Registered Nurse	
<b>Reports To:</b> Head of Department - Geriatric Medicine (clinical) / Assistant Director of Nursing (professional/operational)		
<b>Check Type:</b> Annulled	<b>Check Frequency:</b> Pre-employment	

### Focus of Duties:

Within the Tasmanian Health Service (THS) Framework and in accordance with Agency Policy and Procedures, the Nurse Practitioner (NP) - Aged Care is responsible, within the defined scope of practice, for the development, provision and evaluation of clinical/community nursing care that ensures optimal patient/client/family and community outcomes.

The NP draws upon their professional competencies to improve clinical service outcomes through effective research and quality improvement activities and will actively participate state-wide and nationally in Aged Services research, publication and education.

The NP is responsible as a leader, advisor and mentor for other senior nurses practicing in the field of Aged Services.

### Duties:

1. Provide health care and function autonomously and collaboratively in an advanced and extended clinical nursing role. Provision of health care includes assessment, diagnosis, planning, implementation and evaluation of care of clients and includes, but is not limited to, ordering diagnostic investigations, prescribing medications and the direct referral of patients to other health care professionals.
2. Utilise contemporary and best available evidence and clinical guidelines based on best practice principles, within a collaborative and multidisciplinary framework and in accordance with national standards, Agency directions, policies, legal requirements and professional competencies.
3. Undertake expert decision making in clinical judgement by applying principles of pathophysiology, aetiology, pathogenesis and clinical manifestations appropriate to the client group combined with advanced holistic nursing expertise within the specialty in relation to clients, their families and the service area, across stable or unpredictable and/or complex care situations.

4. Apply evidence-based knowledge to the care and education of clients, their families and the service area.
5. Establish therapeutic links with clients, their families and communities that recognise and respect cultural identity and lifestyle choices.
6. Participate in ongoing learning and development through a professional portfolio, participation in relevant ongoing education and participation in review processes.
7. Establish effective, collaborative and professional relationships with clients, medical practitioners, and other members of the multidisciplinary health team and stakeholders to optimise outcomes for clients, their families and within the service area.
8. Contribute to the development of professional practice by participating in relevant professional organisations at local, state and national level.
9. Contribute to policy development at all levels to enhance the Nurse Practitioner role within the service area.
10. Contribute to research that leads to improvements in health and healthcare delivery, and fosters a culture of inquiry, innovation, and quality that minimises clinical risk.
11. Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including the development and implementation of safety systems, improvement initiatives and related training, ensuring that quality and safety improvement processes are in place and acted upon.
12. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

### **Scope of Work Performed:**

The Nurse Practitioner - Aged Services is responsible to the Head of Department - Geriatric Medicine (or Delegate) for clinical practice/supervision; and the Assistant Director of Nursing for professional and operational matters. The occupant:

- Is expected to work across the acute and sub-acute services area of the THS-South and into the community. This includes supporting the management of patients in rural facilities and participate in emergency and acute hospital diversion programs as required.
- May be required to participate in an afterhours on call roster.
- Practices autonomously with a high level of individual responsibility and must, at all times, practice in accordance with all relevant professional standards for Registered Nurses prescribed by the Nursing and Midwifery Board of Australia.
- Demonstrates advanced and extended practice skills in the assessment, diagnosis, planning, prescribing and implementation of therapeutic interventions and evaluation of care of clients within their individual scope of practice in accordance with the National Nurse Practitioner Competency Standards - Australian Nursing and Midwifery Council (ANMC).
- Comply at all times with THS policy and protocol requirements, in particular those relating to mandatory education, training and assessment.

## **Professional Accountability:**

The Nurse Practitioner:

- Is responsible for nursing practice as defined by their current nursing registration and the Nursing Act 1995.
- Complies with the relevant legislation and standards applicable to the Nurse Practitioner role.
- Works within THS policies.
- Demonstrates commitment to clinical quality and safety through:
  - Maintenance of their professional portfolio.
  - Continual learning and development
  - Application of evidence-based practice and research
  - Participation in peer review processes
  - Collegial links and partnerships with other nurse practitioners.
- Complies with the relevant Code of Ethics and Code of Professional Conduct (ANMC) for Registered Nurses.

## **Essential Requirements**

*Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee's responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer of any new criminal convictions and/or if a registration/licence is revoked, cancelled or has its conditions altered.*

- Registered with the Nursing and Midwifery Board of Australia and endorsed to practice as a nurse practitioner.
- The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:
  1. Conviction checks in the following areas:
    - a) crimes of violence
    - b) sex related offences
    - c) serious drug offences
    - d) crimes involving dishonesty
  2. Identification check
  3. Disciplinary action in previous employment check.

**Selection Criteria:**

1. Extensive clinical experience as an endorsed Nurse Practitioner with advanced competencies in evidence-based nursing practice in Aged Services or Sub-Acute patient/client care and management, together with awareness and understanding of the internal and external service needs.
2. Demonstrated broad understanding of the legal and ethical framework and the political, social and organisational environment impacting on health service delivery in Tasmania, with the ability to apply this understanding within the Nurse Practitioner context.
3. Demonstrated expert capacity to undertake education; research; develop, contribute and apply quality improvement principles and strategies and contribute to collaborative initiatives, within a multidisciplinary practice model.
4. Demonstrated high level of communication skills, both written and verbal together with educational, mediation and conflict resolution skills and a proven ability to be influential and credible to a range of professional people and consumers.
5. Demonstrated ability to work in collaboration with a range of stakeholders in a multidisciplinary team and to consult, liaise and negotiate on complex professional, clinical service and health systems issues, together with the demonstrated ability to develop networks and communication linkages that facilitate collaboration, trust and rapport within a multidisciplinary health team.
6. Well-developed and strong leadership skills with a proven track record of introducing change and positively influencing culture and attitudes within challenging clinical and/or community environments.
7. Demonstrated high level problem solving, conceptual and analytical skills with the ability to make sound independent and collaborative judgments.

**Working Environment:**

The Department of Health (DoH) and Tasmanian Health Service (THS) are committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality, safe and people-focussed health system. Alongside this, staff are expected to act with integrity, be accountable for their actions, and work collegially with colleagues and others to provide better outcomes for Tasmanians.

*State Service Principles and Code of Conduct:* The minimum responsibilities required of officers and employees of the State Service are contained in the *State Service Act 2000*. The State Service Principles at Sections 7 and 8 outline both the way that employment is managed in the State Service and the standards expected of those who work in the State Service. The Code of Conduct at Section 9 reinforces and upholds the Principles by establishing standards of behaviour and conduct that apply to all employees and officers, including Heads of Agencies. Officers and employees who are found to have breached the Code of Conduct may have sanctions imposed.

The *State Service Act 2000* and the Employment Directions can be found on the State Service Management Office's website at <http://www.dpac.tas.gov.au/divisions/ssmo>

*Fraud Management:* The Department has a zero tolerance to fraud. Officers and employees must be aware of, and comply with, their Agency's fraud prevention policy and procedure and it is the responsibility of all officers and employees to report any suspected fraudulent activity to their Director or line manager, the Chief People Officer or to the Manager Internal Audit. The DoH and THS are committed to minimising the occurrence of fraud through the development, implementation and regular review of fraud prevention, detection and response strategies, and are conscious of the need to protect employees who advise management of suspected fraudulent activity from reprisal or harassment, and to comply with its obligations under the *Public Interest Disclosure Act 2002*. Any matter determined to be of a fraudulent nature will be followed up and appropriate action will be taken. This may include having sanctions imposed under the *State Service Act 2000*.

*Delegations:* This position may exercise delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements mandated by Statutory office holders including the Secretary. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position. The DoH and THS have a zero tolerance in relation to fraud and in exercising any delegations attached to this role the occupant is responsible for the detection and prevention of fraud, misappropriation and other irregularities, and for ensuring that all officers and employees are aware of their Agency's fraud policy and reporting procedures.

*Blood borne viruses and immunisation:* Health Care Workers (as defined by DoH and THS policy) within DoH and THS are expected to comply with their Agency's policies and procedures relating to blood borne viruses and immunisation, including against Hepatitis B. Depending on the level of risk associated with their duties, Health Care Workers may be required to demonstrate current immunity, previous seroconversion to Hepatitis B or immunity following vaccination.

*Records and Confidentiality:* Officers and employees of the Department are responsible and accountable for making proper records. Confidentiality must be maintained at all times and information must not be accessed or destroyed without proper authority.

*Smoke-free:* DoH and THS workplaces are smoke-free environments. Smoking is prohibited in all State Government workplaces, including vehicles and vessels.