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SA Health Job Pack

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|-------------------------------|------------------------------------------------|
| Job Title | Nurse Consultant – Parkinson's Disease |
| Eligibility | Open to Everyone |
| Job Number | 778314 |
| Applications Closing Date | 17/12/2021 |
| Region / Division | Barossa Hills Fleurieu Local Health Network |
| Health Service | Rural Support Service |
| Location | Location is negotiable across SA Regional LHNs |
| Classification | RN/M3 |
| Job Status | Permanent Full Time position |
| Total Indicative Remuneration | \$125,813 - \$131,437 p.a. |

Contact Details

| | |
|---------------|------------------------------------------------------------------------|
| Full name | Sandra Gilbert |
| Phone number | 0400 265 359 |
| Email address | sandra.gilbert@sa.gov.au |

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 <http://www.sahealthcareers.com.au/information/> for further information regarding

- The Indicative Total Remuneration which is inclusive of Award salary, superannuation and other monetary benefits.
- Information for Applicants
- Criminal History Assessment requirements



ROLE DESCRIPTION

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|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Role Title: | Nurse Consultant Parkinson's Disease |
| Classification Code: | Registered Nurse/Midwife Level 3 |
| LHN/ HN/ SAAS/ DHA: | Barossa Hills Fleurieu Local Health Network |
| Hospital/ Service/ Cluster | Rural Support Service (RSS) |
| Division: | Clinical Services |
| Department/Section / Unit/ Ward: | Professional Leadership and Governance |
| Role reports to: | Nursing Director RSS |
| Role Created/ Reviewed Date: | November 2021 |
| Criminal History Clearance Requirements: | <input checked="" type="checkbox"/> Aged (NPC) <input type="checkbox"/> Child- Prescribed (DCSI) <input checked="" type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC) |
| Immunisation Risk Category | <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:

The Nurse Consultant –Parkinson's Disease provides expertise in relation to care for people with Parkinson's and other neurodegenerative diseases across the Regional LHNs. The Nurse Consultant will provide clinical leadership, project management, specialist neurological clinical care, case management, education and evaluation of care. Employees classified at this have a significant degree of autonomy and decision making.

This role provides clinical leadership for nurses involved in the care of people with neurodegenerative conditions in the Regional LHNs and provides oversight for the planning, development, implementation and evaluation of service improvement initiatives with the aim of improving outcomes for consumers.

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

- Primarily providing nursing/midwifery care;
- Providing clinical leadership to nurses/midwives;
- Coordination and leadership of projects and/or programs that contribute clinical expertise to improve patient/client/service outcomes.

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.

Key Relationships/ Interactions:

Internal

- Reports to the Nursing Director, RSS.
- Works closely with the RSS Clinical Stream including the RSS Stroke team.
- Maintaining productive working relationships with other health disciplines.
- Develops and maintains cooperative and productive working relationships with the health care team and service providers in regional Local Health Networks.

External

- Maintains cooperative and productive working relationships with other relevant organisations/agencies.

Challenges associated with Role:

- Regional health services are experiencing many changes and staff will be required to be adaptive and agile as they plan to meet the new organisational directions and demands. Ability to function autonomously and exercise independent professional judgement, undertaking complex assessment and planning tasks.
- Keeping professionally up to date with relevant stroke research, technological advances and models of care.
- Working across multiple regional local health networks to implement best practice care for people with Parkinson's disease.
- Working collaboratively within the multidisciplinary team and across organisational Divisions/sites and metropolitan Local Health Networks and promote communication processes to enable best patient/client outcomes.

Delegations:

As per Barossa Hills Fleurieu delegations and policies

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 References 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.
- Meet immunisation requirements as outlined by the *Immunisation Guidelines for Health Care Workers in South Australia 2014*.
- Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- *Children's Protection Act 1993* (Cth) – '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 / CHSALHN 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:

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:

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

- Meet immunisation requirements as outlined by the Immunisation Guidelines for Health Care Workers in South Australia 2014 specific to the role.
- 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 Children's Protection Act (1993) must obtain a satisfactory Background Screening and National Criminal History Clearance through the Screening and Licensing Unit, Department for Communities and Social Inclusion (DCSI)
- 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 working in Aged Care.
- Prescribed Positions will also require a NPC general probity clearance.
- Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue.
- A current driver's license is essential, as is a willingness to drive on country roads and travel in light air craft as required. Intra state travel will be required; interstate travel may be 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.
- The incumbent may be required to undertake further study to obtain a qualification which supports the needs of the health unit. Where further study is required, BHFLHN will provide support and assistance in accordance with provisions of the *SA Health (Health Care Act) Human Resources Manual*. Note, however, this Special Condition does *not* apply to existing CHSALHN employees with continuous employment with CHSALHN which commenced prior to 1 October 2016.
- 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 |
|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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 is expected at this level eg Expert clinical knowledge underpins and informs their ability to support, lead and/or provide expert clinical care to improve and optimise nursing/midwifery care. Contribute expert nursing assessment and advice to local clinical teams to achieve integrated nursing care within a risk management framework. Undertake the nursing care role with a significant degree of independent clinical decision making in the area of personal expertise. Integrate corporate and local service coordination to achieve continuity of patient/client services. Be required, in a multidisciplinary primary health care setting, to apply neurological nursing expertise to assess people with Parkinson's disease and other neurodegenerative diseases, select and implement different therapeutic interventions and/or support programs and evaluate client progress. Contribute expert neurological nursing assessment and advice to local clinical and neurology teams to achieve integrated nursing care within a risk management framework. Effective complex discharge planning / hospital avoidance through the provision of education, equipment and referral. |
| Support of health service systems | <ul style="list-style-type: none"> 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. Contribute to the development of, implementation of, and monitoring of corporate policies and processes and lead in their area of expertise. Management of resources with due diligence. Implement and co-ordinate within span of control, processes for quality improvement and continuity within corporate risk management and nursing/midwifery professional practice frameworks. Identifying hazards, assessing risks and implementing, monitoring and maintaining hazard control measures. Maintain productive working relationships and manage conflict resolution. Contribute to the development and sustainability of nursing skills for the needs of people with Parkinson's disease and other neurodegenerative diseases using systems of resource and standards promulgation. Contribute specific expertise to nursing practice through clinical protocol and standards development. |
| Collaboration with key stakeholders | <ul style="list-style-type: none"> Work closely with others in the RSS, regional and metropolitan LHNs involved in acute stroke care to develop and implement health services in line with Department for Health and Wellbeing strategic directions. Promote the uptake of best practice in acute stroke services as per agreed National and State protocols and procedures. Support the coordination and effectiveness of services, to meet the current and future needs of rural, remote and people from Aboriginal and Torres Strait Islander backgrounds. |
| Research | <ul style="list-style-type: none"> Contribute specific expertise to monitor and evaluate research activities in areas of Parkinson's disease and other neurodegenerative diseases in order to improve nursing practice and service delivery. Establishing, implementing and evaluating systems, which ensure best practice/evidence and patient/client outcomes. Applies evidenced based recommendations to improve practice and service function. Contribute to clinical practice research. |

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| Professional leadership | <ul style="list-style-type: none"> • Provides leadership and direction, acts a role model, mentor, consultant and resource person • Contributes to clinical leadership and support for Parkinson's disease and other neurodegenerative diseases • Lead nursing/midwifery clinical practice within the professional practice framework • Contribute to the redesign of care and treatment practices • Advocate for and promote relevant healthcare models at relevant forums. • Develop and support the implementation of effective communication strategies |
| Education | <ul style="list-style-type: none"> • 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. • Ensure mechanisms are in place to support ongoing education where work and learning are integrated. • 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. |

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.

Personal Abilities/Aptitudes/Skills:

- Ability to work in collaboration and establish partnerships with a wide range of health professionals, and Government and non-Government agencies.
- Interpersonal skills which foster the trust and cooperation of others.
- High level writing and oral communication skills.
- Effective leadership skills including problem solving, conflict resolution and negotiation skills.
- Demonstrated high level of organisational and decision-making skills, including time management, priority setting, problem solving and responding to complex or difficult situations.
- Skills in using computers, software and technology relevant to the area of practice.

Experience

- Registered Nurse with at least 3 years post registration experience.
- Experience contributing to the development, implementation and evaluation of policies and procedures.
- Experience in evaluating the results of nursing research and integrating, where relevant, the results into nursing practice.
- Demonstrated competence in the area of Neurology Nursing and the management of people with Parkinson's disease and neurodegenerative diseases.

Knowledge

- Knowledge and understanding of relevant legislation, industrial agreements, standards, codes, ethics and competency standards and quality improvement systems as applied to a healthcare setting.
- Knowledge of Neurodegenerative conditions, treatment options and services available in regional South Australia.
- Knowledge of contemporary nursing/midwifery and health care issues.
- Awareness and sensitivity of the Aboriginal and Torres Strait Islanders diverse community groups and the associated protocols when relating with these communities.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- Tertiary qualifications in a nursing, health services management, health administration or human services related discipline.

Personal Abilities/Aptitudes/Skills:

- Ability to work within a team framework that fosters an environment that develops staff potential
- Ability to analyse complex clinical data.
- Demonstrated ability in the leadership and facilitation of change management
- Ability to undertake presentations to community and professional groups.

Experience

- Experience in clinical leadership roles
- Experience working in a community or regional setting.
- Demonstrated experience in eHealth initiatives, client databases health research, data analysis and report writing.
- Demonstrated experience developing strategic and business plans.

- Experience in evaluating the results of research and integrating, where relevant, the results into nursing and practice.
- Experience with quality improvement methodologies for clinical activities.
- Experience in the management of significant projects in the health care setting.

Knowledge

- Knowledge of the South Australian Public Health System.
- Knowledge of models of care outside of the hospital environment.
- Knowledge of research principles e.g. conduct of research, research ethics and governance.

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, Barossa Hills Fleurieu Local Health Network, Eyre and Far North Local Health Network, Flinders and Upper North Local Health Network, Riverland Mallee Coorong Local Health Network, Limestone Coast Local Health Network, Yorke and Northern 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.

Values

SA Health Values

The values of SA Health are used to indicate the type of conduct required by our employees and the conduct that our customers can expect from our health service:

- We are committed to the values of integrity, respect and accountability.
- 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.

Approvals

Role Description Approval

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

Name: Sandra Gilbert

Role Title: Nursing Director

Signature:



Date:

09/11/2021

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: