



RESEARCH NURSE (HAEMATOLOGY)

DEPARTMENT/UNIT	Eastern Health Clinical School
FACULTY/DIVISION	Medicine, Nursing and Health Sciences
CLASSIFICATION	HEW Level 7
DESIGNATED CAMPUS OR LOCATION	Box Hill Hospital

ORGANISATIONAL CONTEXT

Monash is a university of transformation, progress and optimism. Our people are our most valued asset, with our academics among the best in the world and our professional staff revolutionising the way we operate as an organisation. For more information about our University and our exciting future, please visit www.monash.edu.

The **Faculty of Medicine, Nursing and Health Sciences**, is the largest faculty at Monash University, and offers the most comprehensive suite of professional health training in Victoria. We consistently rank in the top 40 universities worldwide for clinical, pre-clinical and health sciences.

We want to improve the human condition. That is our vision - it has no expiration date. Through academic health centres, other translational models and by educating the healthcare workforce of the future, our staff, students and alumni directly improve quality of life.

Setting the global health care agenda, the Faculty aspires to lead in all areas of research activity and influence local, national and international policy to improve health and social outcomes and health inequalities. We've made a major impact in the world of medical research and become globally recognised for our quality education of over 41,000 doctors, nurses, and allied health professionals.

We are ambitious and aim to maintain our position as a leading international medical research university. We're recognised for the breadth and depth of our research, for our commitment to translational research, for the quality and scale of our research capability, and as a thriving biotechnology hub. To learn more about the Faculty, please visit www.monash.edu/medicine.

Eastern Health Clinical School (EHCS) is one of three clinical schools in the Monash University Faculty of Medicine, Nursing and Health Sciences. EHCS represents the University's presence in the rapidly-growing area of urban and outer eastern Melbourne. Our four Directorates are:

- **Medical Student Programs:** The Office of Medical Student Programs in the EHCS is located at Box Hill Hospital, with activity at all Eastern Health clinical sites. Currently the Office of Medical Student Programs oversees the delivery of medical student teaching at all Eastern Health sites for students from Monash University and Deakin University

- **Eastern Clinical Research Unit (ECRU):** ECRU is part of Monash University EHCS and is the mechanism by which Eastern Health undertakes its clinical trials. ECRU conducts clinical trials across a range of disciplines
- **Research and Higher Education:** This directorate oversees research activity by clinicians and trainees not covered by ECRU, including non-trial clinical research. It brings together the health service and the academic community and ensures that clinicians and trainees are exposed to and are able to participate in research. The directorate also oversees Higher Degree Research Students and the EHCS laboratory-based translational research programs. These programs are focussed on prostate cancer, renal medicine, vascular medicine and gastroenterology, with capacity to expand into other areas
- **Turning Point:** This state-wide service in Victoria is part of Eastern Health and formally affiliated with Monash University, EHCS

For more information about us and the work we do, please visit www.monash.edu/medicine/ehcs.

POSITION PURPOSE

The Research Nurse (Haematology) plays a critical role in a multi-disciplinary team conducting clinical research trials. The Research Nurse (Haematology) is responsible for coordinating clinical trials including: gathering high quality research data, providing optimum levels of nursing care to research participants, managing participant recruitment and selection, collecting and maintaining trial data, managing records, programs and resources and maintaining clinical databases.

The Research Nurse (Haematology) carries out all responsibilities in accordance with Registered Nurse Professional Codes and Guidelines.

Reporting Line: The position reports to Team Leader, under broad direction

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budgetary Responsibilities: Not applicable

KEY RESPONSIBILITIES

1. Contribute to planning and operational committees to share knowledge and expertise in the area of clinical and clinical research specialisation
2. Plan, implement and oversee the delivery of a high-quality clinical research activities including: managing recruitment practices and consultations with potential participants; providing participants with nursing care; ongoing information and education about clinical trials; providing feedback/consultation for consent forms if required; conducting trial visits; collecting and recording data; undertaking data analysis and preparing results; monitoring participants and referring on for further clinical management as required
3. Liaise and collaborate with the research team. This includes key stakeholders including but not limited to hospital, medical, nursing and other professional staff, pharmaceutical companies, representatives of clinical research organisations, laboratories and diagnostic facilities
4. Provide support for research administration activity which may include developing research procedures, contributing to papers for publication, providing progress reports and other information to the ethics committee, funding bodies and other interested parties through the preparation of reports, delivery of presentations and conducting briefing sessions
5. Contribute to and coordinate the planning, management and effective implementation of continuous improvement and quality assurance activities relating to recruitment, data collection and research practices and procedures

6. Ensure that all studies are conducted according to confidentiality principles, privacy laws and research study, legal and regulatory bodies' protocols, such as National Health Medical and Research Council (NHMRC), Good Clinical Practice (GCP), the International Conference of Harmonization (ICH) guidelines, VMIA (Victorian Medical Insurance Authority) and APMA (Australian Pharmaceutical Manufacturers' Association) guidelines
7. Comply with all Occupational Health and Safety (OHS) instructions, policies and procedures and take steps to identify, eliminate and/or minimise OHS risks where appropriate
8. Build and sustain relationships with an extensive network of internal and external stakeholders and use these to promulgate information about the research project(s) and engage with potential and existing research participants
9. Other duties as directed from time to time

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - Current registration as Registered Nurse with Nursing and Midwifery Board of Australia; and
 - an equivalent combination of relevant experience and/or education/training.

Knowledge and Skills

2. Demonstrated clinical research experience and an ability to adhere strictly to research protocols and guidelines whilst remaining up-to-date with clinical trial trends and developments
3. Highly-developed planning and organisational skills, with experience establishing priorities, implementing improvements and meeting deadlines while working effectively under pressure
4. Thorough understanding of human research ethics principles and familiarity with institutional ethics committee guidelines and Good Clinical Research Practice
5. Demonstrated ability to work as an effective member of a team as well as the ability to exercise high levels of independence, judgement and initiative
6. A demonstrated understanding of confidentiality, privacy and information handling principles coupled with the ability to work with sensitive information and maintain discretion at all times
7. Highly-developed interpersonal and communication skills with the ability to prepare professional documentation for various audiences and provide expert advice in areas of clinical or research knowledge
8. Demonstrated relationship management skills, including the ability to interact with, negotiate with and gain co-operation from internal and external stakeholders
9. Prior nursing experience in haematology or neurosciences and/or clinical trials

OTHER JOB RELATED INFORMATION

- Travel to other campuses of the University may be required
- There may be a requirement to work additional hours from time to time
- There may be peak periods of work during which taking of leave may be restricted
- A current satisfactory Working With Children Check is required
- This position will require a successful National Police Record check

GOVERNANCE

Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its activities in Australia and internationally.