



ROLE DESCRIPTION

Role Title:	Infection Control Nurse Advisor (Advanced Nurse / Midwife Educator)
Classification Code:	RN/M-4
LHN/ HN/ SAAS/ DHW:	Department for Health & Wellbeing
Division:	Public Health
Department/Section / Unit/ Ward:	Communicable Disease Control Branch, Infection Control Section
Role reports to:	Director, Infection Control Section
Role Created/ Reviewed Date:	Reviewed: April 2021, Jan 2024, June 2024
Criminal History Clearance Requirements:	<input type="checkbox"/> Aged (NPC) <input type="checkbox"/> Working With Children's Check (WWCC) (DHS) <input type="checkbox"/> Vulnerable (NPC) <input checked="" type="checkbox"/> General Probity (NPC)
Immunisation Risk Category Requirements:	<input type="checkbox"/> Category A (direct contact with blood or body substances) <input type="checkbox"/> Category B (indirect contact with blood or body substances) <input checked="" type="checkbox"/> Category C (minimal patient contact)

ROLE CONTEXT

Primary Objective(s) of role:

The –Infection Control Nurse Advisor contributes to the prevention of health care associated infection in South Australia by:

- providing expert advice on matters pertaining to infection prevention and control and related programs to the SA Department for Health and Wellbeing, other government departments, and infection control coordinators in a variety of clinical and community settings.
- providing high level statewide leadership by ensuring the provision of best practice infection prevention and control policies and guidelines, that are consistent with national and international guidelines and standards; and
- collaborating with other healthcare professionals in the investigation of outbreaks of infectious diseases in healthcare settings, and incidents involving significant breaches in clinical practice.

The Infection Control Nurse Advisor also contributes to the development and implementation of national infection control policy, standards and guidelines through membership of relevant national committees and expert working groups.

Direct Reports:

None

Key Relationships/ Interactions:Internal

- > Reports to the Director, Infection Control Service and is required to liaise directly with other staff in the Communicable Disease Control Branch and Public Health.

External

- > The Infection Control Nurse Advisor is part of a multi-disciplinary team and works closely with infection control coordinators, statewide groups, professional organisations, clinicians and other health professionals.
- > The Infection Control Nurse Advisor represents the Department for Health and Wellbeing on national infection control committees and expert working groups when required.

Challenges associated with Role:

Major challenges currently associated with the role include:

- > establishing and maintaining effective, collaborative working relationships with key stakeholders;
- > ensuring timely and effective communication pertaining to infection prevention and control issues;
- > keeping abreast of emerging issues and assessing the quality of evidence on new strategies for prevention of infection.

Delegations:

None

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 and 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:

Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Directives, Determinations and Guidelines, and legislative requirements including but not limited to:

- > *Work Health and Safety Act 2012 (SA)* maintaining your own health and safety and not place others at risk and comply with any reasonable instruction that is given to allow SA Health to comply with the WHS Act, 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 for Health Care Workers in South Australia Policy Directive.*
- > *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).*
- > *Information Privacy Principles Instruction.*
- > *Relevant Awards, Enterprise Agreements, Public Sector Act 2009, Health Care Act 2008 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.*

The SA Health workforce contributes to the safety and quality of patient care by adhering to the South Australian Charter of Health Care Rights, understanding the intent of the National Safety and Quality Health Service Standards and participating in quality improvement activities as necessary.

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.

Special Conditions:

- > Some out of hours work may be required.
- > Occasional intrastate and interstate travel will be required.
- > The incumbent may participate in special projects as required.
- > The incumbent will uphold the values of the Department for Health and Wellbeing as reflected in the Strategic Plan.
- > The incumbent may be required to enter into an annual performance agreement for the achievement of Branch outcomes.
- > 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 provided the a satisfactory current Criminal and Relevant History Screening, as required by the *SA Health Criminal and Relevant History Screening Policy Directive*.
- > *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.*
- > *For 'Prescribed Positions' under the Child Safety (Prohibited Persons) Act (2016), the individual's WWCCs must be renewed every 5 years from the date of issue; and for 'Approved Aged Care Provider Positions' every 3 years from date of issue as required by the Accountability Principles 2014 issued pursuant to the Aged Care Act 1997 (Cth).*
- > Appointment is subject to immunisation risk category requirements. There may be ongoing immunisation requirements that must be met.
- > 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.
- > *All staff to achieve the learning outcomes defined for levels one and two as per The Aboriginal Cultural Learning Framework. Additionally, managers and staff in leadership roles will be required to achieve the learning outcomes defined for level three of this framework.*
- > 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"> > Assists with the provision of professional high quality advice and guidance within South Australia, aimed at improving health outcomes. > Improve nursing/midwifery and patient care infection prevention and control directives, policies, procedures and practices. > Integrate contemporary information and evidence with professional experience to support the decision making, innovative thinking and analysis that is expected at this level e.g. expert level. > Utilise clinical knowledge and professional experience to support, lead and/or provide expert clinical care to improve and optimise nursing/midwifery care. > Contribute expert nursing/midwifery assessment and advice to local clinical teams to achieve integrated nursing/midwifery care within a risk management framework. > Ensuring that expert written and verbal advice, relating to infection prevention and control, is provided to the Department for Health and Wellbeing, other government departments, health professionals across a range of clinical settings, infection control coordinators and- the general public. > Promote best practice infection prevention and control in South Australian healthcare settings. > Assist with the preparation of briefings and correspondence for the Minister and others, on matters related to health care associated infection and infection prevention and control. > Participate statewide infection prevention and control strategic planning. > Collaborate with staff within CDCB, Public Health and other government departments. > Develop proposals for, facilitate and/or implement statewide infection prevention awareness campaigns.
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/midwifery skills 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 > Ensuring that Department for Health and Wellbeing, other government departments, infection control coordinators and community-based healthcare professionals are provided with best practice policies and guidelines (consistent with national and international guidelines and clinical standards) on strategies to control or prevent healthcare associated infections by: <ul style="list-style-type: none"> > managing the on-going revision of the state infection prevention and control policies and guidelines; > ensuring that all policies and guidelines are in alignment with current

	<p>legislative requirements and applicable Australian Standards;</p> <ul style="list-style-type: none"> > Review draft policies and guidelines written by staff within other government departments or the private sector when requested. > Developing statewide resources and tools to assist in implementation of best practice policies and guidelines.
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. > Coordinate and facilitate infection prevention and control education. > Develop, implement and evaluate education programs for novice infection control link nurses and champions. > Develop and deliver education on infection prevention topics to clinicians and professional organisations as required in response to current issues. > Develop, implement and evaluate infection control educational and promotional material suitable for use in health care facilities and the community.
Research	<ul style="list-style-type: none"> > Contributes to the achievement of nursing/midwifery best practice and where relevant, facilitates the development and application of relevant research. > Establishing, implementing and evaluating systems, which ensure best practice/evidence and patient/client outcomes; > Applies evidenced based recommendations to improve practice and service function.
Professional leadership	<ul style="list-style-type: none"> > Provide leadership and direction, acts a role model, mentor, consultant and resource person; > Lead nursing/midwifery clinical practice within the professional practice framework established by the Director of Nursing/Midwifery and/or lead a multidisciplinary team; > Contribute to the redesign of care and treatment practices in infection prevention and control. > Provide high-level statewide leadership to infection control coordinators and nurse unit managers and other key stakeholders. > Represent the Department for Health and Wellbeing on state and national infection prevention and control and other relevant committees. > Provide leadership and organisational support for the combined South Australian Network of Infection Control Teams (SANIT) / Acute Infection Control Special Interest Group (NICSIG) and its sub-committees.
Professional Development	<p>Contributes to the achievement of professional expertise through the maintenance of ongoing personal professional development/continuing education by:</p> <ul style="list-style-type: none"> > Attendance at professional conferences and participating in relevant training and development activities as required; > Presentation of significant findings in peer reviewed infection control publications as appropriate.

Investigations and Advice	<p>In addition the Infection Control Nurse Advisor will be required to:</p> <ul style="list-style-type: none"> > Collaborate with staff of CDCB, and health units or community-based practices in the investigation of cases of healthcare associated transmission of communicable diseases including blood borne viruses, and critical incidents related to a failure of cleaning, disinfection or sterilisation of medical equipment and advising on appropriate interventions to prevent recurrence
Workplace Relations	<p>Contribute to the effective maintenance of workplace relations within the Communicable Disease Control Branch by:</p> <ul style="list-style-type: none"> > Participating in relevant decision making processes, especially with regard to the administrative support services, policies and procedures; > Participating in the attainment and maintenance of a work ethos that focuses on the achievement of identified program/service outcomes
Innovative and Efficient Approaches	<p>Contribute to the provision of innovative and efficient approaches to the Communicable Disease Control Branch's service development and delivery by:</p> <p>Undertaking relevant continuous improvement activities;</p> <ul style="list-style-type: none"> > Maintaining effective links and relationships within the Department of Health, with health units and with external organisations, as required.
Corporate Compliance	<p>Contribute to the well-being of people in South Australia through participation 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.</p> <p>Contribute to the promotion and implementation of the General Public Sector Management Aims, Personnel Management Standards and employee conduct standards and in particular Equal Opportunity and Occupational Health Safety and Welfare by adhering to the provisions of relevant legislative requirements.</p>

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 practising certificate.

Personal Abilities/Aptitudes/Skills:

Demonstrated ability in:

- > providing leadership and implementing and managing change by identifying infection prevention and control challenges and developing appropriate strategies for resolution and quality improvement;
- > working both independently under limited supervision and collaboratively as a member of a multi-disciplinary team;
- > communicating effectively with a wide range of professional and non-professional people, both in verbal and written formats, communicating on sensitive issues with tact and diplomacy.
- > setting priorities and ensuring that goals are achieved in a timely manner;

Experience:

Demonstrated experience in:

- > developing and managing an infection control program, including the development of best practice guidelines and policies for infection control;
- > delivery of relevant healthcare worker education and information;
- > implementing and managing change in the workplace;

Knowledge:

A sound knowledge of:

- > communicable diseases and the principles of disease prevention and control, utilising the techniques of outbreak investigation and management;
- > adult learning principles and methods of information delivery;
- > the legal and ethical context of healthcare associated infection surveillance and control.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications:

- > A postgraduate qualification in infection control, epidemiology or public health, or is a Credentialed Infection Control Professional.

Personal Abilities/Aptitudes/Skills:

- > Demonstrated skill in using the SA government standard computer software applications e.g. Microsoft Office, Microsoft Outlook.

Experience:

- > Experience in policy and/or guideline development.
- > Experience in leading teams

Knowledge:

- > Knowledge of the principles of risk management and patient safety issues.
- > Knowledge of quality improvement principles and implementation models

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 Department for Health and Wellbeing is an administrative unit under the Public Sector Act 2009.

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

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.

Health Network/ Division/ Department:

Led by the Chief Public Health Officer, the PHD is a service delivery arm of the Department for Health and Wellbeing, using health protection, health promotion and preventive health approaches at a population level. The Public Health Division comprises of the following branches:

- Office of the Chief Public Health Officer
- Communicable Disease Control Branch
- Health Protection and Regulation
- Public Health Planning and Response

The Public Health Planning and Response Directorate supports the statutory role of the CPHO, LHNs, Local Government and other partners to prepare and respond to health emergencies, other public health challenges and manage blood supply and organ and tissue donation. The Communicable Disease Control Branch works to control communicable and infectious diseases at a population level in South Australia including health biosecurity at our borders. The Health Protection and Regulation Directorate has responsibility for a wide range of health protection functions through policy development, legislation and provision of technical advice, delivery of health protection programs and the management of compliance with public health legislation.

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.

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.

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:

Role Title:

Signature:

Date:

Role Acceptance

Incumbent Acceptance

I have read and understood the responsibilities associated with role, the organisational context and the values of SA Health as outlined within this document.

Name:

Signature:

Date: