



## ROLE DESCRIPTION

<b>Role Title</b>	Nurse Practitioner Candidate (Palliative Care)
<b>Classification Code</b>	Registered Nurse/Midwife Level 3
<b>Position Number</b>	P48429
<b>Local Health Network</b>	BHFLHN
<b>Hospital/ Service/ Cluster</b>	Community and Allied Health
<b>Division</b>	Nursing
<b>Department/Section / Unit/ Ward</b>	Palliative Care
<b>Role reports to</b>	Advanced Nurse Unit Manager
<b>Role Created/ Reviewed Date</b>	March 2017/October 2024
<b>Criminal History Clearance Requirements</b>	<input checked="" type="checkbox"/> NPC – Unsupervised contact with vulnerable groups <input checked="" type="checkbox"/> DHS Working With Children Check (WWCC) <input checked="" type="checkbox"/> NDIS Worker Screening <a href="#">Please click here for further information on these requirements</a>
<b>Immunisation Risk Category</b>	Category A (direct contact with blood or body substances) <a href="#">Please click here for further information on these requirements</a>

## ROLE CONTEXT

### Primary Objective(s) of role:

A nurse practitioner candidate is an advanced practice nurse who is working towards being endorsed by the Nursing and Midwifery Board of Australia as a Nurse Practitioner. Employees classified at this level provide high level clinical nursing expertise for specified individual patients/clients and/or groups/populations.

The Palliative Care Nurse Practitioner Candidate (NPC) provides a service that responds to the palliative care needs of clients and community members of the Adelaide Hills communities. The Nurse will work in a variety of settings and locations across the Adelaide Hills including, client's homes nursing outpatient clinics and inpatient services focusing on the palliative care, end of life and last days of life care planning and care coordination.

The Nurse Practitioner Candidate will work under the guidance of a Nurse Practitioner to provide a customer focused service incorporating advanced clinical nursing care for palliative clients, coordination, education, consultancy, research, management, and mentoring.

The service aims to facilitate accessible best practice, continuity, and cost-effective patient care in collaboration with medical and other health care professionals, contributing to the safe, efficient and best possible care of clients who fall within the defined scope of practice.

Employees in these roles accept accountability for their nursing practice, professional advice given, delegations of care made and for addressing inconsistencies between practice and policy.

### Direct Reports:

> Nil

**Key Relationships/ Interactions:**Internal

- > Reports professionally to Advanced Nurse Unit Manager Community Nursing
- > Works closely with the Community and Allied Health Nursing Director, the other members of the Palliative Care and Community Nursing and Allied Health teams to achieve BHFLHN objectives and improve evolving models of care.
- > Maintains close collaborative working relationships with all level 2, 3 and level 4 Nurses, other members of the multidisciplinary Community and Allied Health team and local hospital staff.
- > Maintains cooperative and productive working relationships within all members of the health care team.
- > Supports and works collaboratively with less experienced members of the nursing/ midwifery team.

External

- > Maintains relationships with non-government organisations or other government organisations including the metropolitan palliative care networks and General Practitioners.
- > Professional relationships with non-government organizations, Universities, Registered Training Organisations etc.

**Challenges associated with Role:**

Major challenges currently associated with the role include:

- > Keeping professionally up to date with relevant research, technological advances and models of care.
- > Working appropriately and in a culturally respectful way with children, youth, adults and their families where there are multiple complexities, diverse cultural backgrounds and expectations of clients.
- > Accepting responsibility for the maintenance of own knowledge and professional competence and contemporary practices.
- > Working collaboratively within the multidisciplinary team and across BHFR and promotes communication processes to enable best patient/client outcomes.
- > Supporting regional change management in line with the BHF LHN Strategic plan
- > Supports the Community Nursing Team Leaders with oversight and implementation of clinical practice and organisational change.

**Delegations:**

- > Nil

**Resilience:**

SA Health employees persevere to achieve goals, stay calm under pressure and are open to feedback.

**Performance Development**

It is your responsibility to actively participate in the Performance Review & Development Program which will include a six (6) monthly review of your performance against the responsibilities and key result areas associated with your position and a requirement to demonstrate appropriate behaviours which reflect a

commitment to South Australian Public Sector and [Click or tap here to enter text.](#) values and strategic directions.

### General Requirements:

\*NB Reference 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.
- > 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 / BHFLHN 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:

The Barossa Hills Fleurieu Local Health Network (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 for Health Care Workers in South Australia Policy Directive.
- > **Appointment is subject to immunisation risk category requirements (see page 1). There may be ongoing immunisation requirements that must be met.**
- > 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 the satisfactory Criminal and Relevant History Screening, as required by the *SA Health Criminal and Relevant History Screening Policy Directive*.
- > For 'Prescribed Positions' under the *Child Safety (Prohibited Persons) Act (2016)*, the individual's WWCC must be renewed every 5 years from the date of issue; and for "Approved Aged Care Provider Positions" every 3 years from the date of issue as required by the *Accountability Principles 2014* issued pursuant to the Aged care Act 1997 (Cth).
- > 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.
- > 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.
- > Flexibility and some out of hours work may be required.
- > A current driver's license is essential, as is a willingness to drive on country roads and travel by ferry or in light air craft as required. Intra state travel will be required; interstate travel may be required.

## Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Direct/indirect patient/client care	<ul style="list-style-type: none"> <li>&gt; 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 palliative clinical care to improve and optimise nursing/midwifery care.</li> <li>&gt; Provide direct, expert clinical nursing/midwifery care, select and implement different therapeutic interventions, provide individual case management and coordination of care to a defined population of patients/clients and evaluate outcomes.</li> <li>&gt; Contribute expert nursing/midwifery assessment and advice to local clinical teams to achieve integrated nursing/midwifery care within a risk management framework.</li> <li>&gt; Undertake the nursing care role with a significant degree of independent clinical decision making in the area of personal expertise.</li> <li>&gt; Communicate with the consumer and their family to support them to understand and access their palliative care options</li> <li>&gt; Be required in a multidisciplinary primary health care setting to apply nursing/midwifery expertise to assess clients, select and implement different therapeutic interventions and/or support programs and evaluate patient/client progress.</li> <li>&gt; Effective complex discharge planning / hospital avoidance through the provision of education, equipment and referral.</li> </ul>
Support of health service systems	<ul style="list-style-type: none"> <li>&gt; 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.</li> <li>&gt; Contribute to the development of, implementation of, and monitoring of corporate policies and processes and lead in their area of expertise.</li> <li>&gt; Management of resources with due diligence.</li> <li>&gt; Implement and co-ordinate within span of control, education for quality improvement and continuity within corporate risk management and nursing/midwifery professional practice frameworks.</li> <li>&gt; Identifying hazards, assessing risks and implementing, monitoring and maintaining hazard control measures.</li> <li>&gt; Maintain productive working relationships and manage conflict resolution.</li> <li>&gt; Plan, coordinate and provide education support for change processes, risk management practices and service improvement activities within the organisation's professional practice, education and administrative frameworks.</li> <li>&gt; Contribute to capability development requirements identified within performance development and succession planning activities.</li> <li>&gt; Coordination and leadership of projects, programs and/or research to achieve improved educational outcomes and/or service delivery.</li> </ul>
Education	<ul style="list-style-type: none"> <li>&gt; 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.</li> </ul>

	<ul style="list-style-type: none"> <li>&gt; Ensure mechanisms are in place to support ongoing education where work and learning are integrated.</li> <li>&gt; Contribute to the support of undergraduate and post graduate students in clinical placements.</li> <li>&gt; Contribute to the review and management of education/training programs to ensure the achievement of outcome standards and KPIs.</li> <li>&gt; Collaborate with Nurse/Midwife Unit Managers and Nurse/Midwife Consultants to co-ordinate teaching and learning processes and achieve planned outcomes.</li> <li>&gt; Provide and/or coordinate educational support within the organisation's professional practice, education and administrative frameworks.</li> </ul>
Research	<ul style="list-style-type: none"> <li>&gt; Contribute specific expertise to monitor and evaluate research activities in order to improve nursing practice and service delivery.</li> <li>&gt; Establish, implement and evaluate systems, which ensure best practice/evidence and patient/client outcomes.</li> <li>&gt; Apply evidenced based recommendations to improve practice and service function.</li> <li>&gt; Undertake or oversee short term clinical and/or education research projects.</li> </ul>
Professional leadership	<ul style="list-style-type: none"> <li>&gt; Provides leadership and direction, acts a role model, mentor, consultant and resource person.</li> <li>&gt; Provide, coordinate and advise key stakeholders on education services.</li> <li>&gt; Contribute to the development of leaders.</li> <li>&gt; Responsible for ensuring that the principles of contemporary research are used in the evaluation of nursing/midwifery education programs throughout the health network for which the educator is responsible.</li> <li>&gt; Developing systems to support performance development and competency assessment.</li> </ul>

## **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:**

- > Effective leadership skills including highly developed skills in communication, problem solving, conflict resolution and negotiation skills.
- > Ability to work effectively within a multidisciplinary team.
- > Ability to prioritise workload and meet set timelines.
- > Demonstrated ability to foster a workplace environment that develops staff potential.
- > Proven ability for flexibility, innovation and creativity within the whole of service setting.
- > Demonstrated ability in the leadership and facilitation of change management.
- > Demonstrated ability in leading and promoting consumer engagement initiatives
- > Computer literacy skills in using software relevant to the area of practice (Microsoft office).

#### **Experience**

- > Registered Nurse/Midwife with at least 3 years post registration experience.
- > Experience in working in rural and/or remote communities
- > Demonstrated competence in Palliative Care management in accordance with the relevant standards.
- > Experience in the supervision of students, enrolled nurses and less experienced registered nurses.
- > Demonstrated ability to apply relevant education theory to nursing/midwifery education and practice.

#### **Knowledge**

- > Knowledge and understanding of relevant legislation, industrial agreements, standards, codes, ethics and competency standards
- > Knowledge of Australian National Safety and Quality and Safety Health Service Standards
- > Knowledge of Quality Improvement Systems as applied to a healthcare setting.
- > Has a general understanding of Aboriginal culture and a willingness to undertake further training in this area.
- > Knowledge of contemporary professional nursing and or midwifery and health care issues.

### **DESIRABLE CHARACTERISTICS**

#### **Educational/Vocational Qualifications**

- > Undertaking or willing to undertake Masters' Degree in Specialty area or equivalent (Palliative Care)
- > Tertiary qualifications in nursing/midwifery or human services related discipline. (Graduate Diploma or Master level)

#### **Personal Abilities/Aptitudes/Skills:**

- > Ability to analyse complex clinical data.
- > Ability to undertake presentations to community and professional groups.

**Experience**

- > Previous experience working in rural and/or remote locations
- > Experience with quality improvement methodologies for clinical activities
- > Experience in evaluating the results of nursing and or Midwifery research and integrating, where relevant the results into nursing and or midwifery practice.
- > Experience in clinical management and leadership roles.

**Knowledge**

- > Knowledge of the South Australian Public Health System.



## 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 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, Limestone Coast Local Health Network, Riverland Mallee Coorong 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.

### Health Network/ Division/ Department:

Barossa Hills Fleurieu Local Health Network has an expenditure budget of around \$280 million and an employed workforce of over 2000.

The LHN encompasses country hospitals and health services that provide support and services to approximately 12% of the South Australian population.

The region is an area of significant population growth for South Australia. Our sites and services are located at Mt Barker, Gawler, Victor Harbor (Southern Fleurieu), Strathalbyn, Kingscote, Mt Pleasant, Angaston, Tanunda, Gumeracha, Eudunda and Kapunda. The LHN has 11 public hospitals, 6 aged care facilities and an extensive range of community based services.

A range of clinical services are delivered including Acute care, Medical, Accident and Emergency, Surgery, Birthing and Midwifery, Specialist Consultancy, Renal Dialysis, Chemotherapy, Transfusions, Rehabilitation, Residential Aged Care, Respite Care, Transitional Care Packages, Aboriginal Health, Mental Health, Community and Allied Health including Community Nursing, Palliative Care, Community Home Support Packages and Home Modifications.

The Barossa Hills Fleurieu Local Health Network is the host LHN for the Rural Support Service. The RSS supports all six regions LHNs by bringing together a number of specialist clinical and corporate advisory functions focused on improving quality and safety.

BHFLHN provides aged care services at Gumeracha, Mount Pleasant, Kapunda, Eudunda, Strathalbyn and Kingscote. BHFLHN is a registered provider of the Commonwealth Residential Aged Care, Home Care Packages, National Disability Insurance Scheme, Department of Veterans Affairs Community Nursing and

Home Care, Home and Community Care (state government funded), Transition Care Program, Short Term Restorative Care, and the Aged Care Assessment Program.

The Palliative Care Nurse Practitioner Candidate is a registered nurse educated to provide direct expert clinical nursing care, education, consultancy, research, management and mentoring which is consistent with the mission of BHFLHN. The Palliative Care Nurse Practitioner Candidate aims to facilitate customer focussed best practice, continuity and cost-effective patient care in collaboration with medical and other health care professionals, which results in a contribution to safe, efficient and best possible care of consumers. The Palliative Care Nurse Practitioner Candidate will ensure patient care and services are continually evaluated and improved by maximising the participation of staff and customers. The Palliative Care Nurse Practitioner Candidate may practice beyond the usual extent on nursing scope of practice and are autonomous clinical decision makers, working independently and collaboratively in the health care system.

## 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.

SA Health acknowledges culture and identity as being integral to Aboriginal health and wellbeing and is committed to improving the health of Aboriginal people.

SA Health vision for Reconciliation is the gap is closed on Aboriginal health disadvantage; and Aboriginal people share the same rights, respect and access to opportunities and benefits as all South Australians.

## 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 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:**