DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Clinical Nurse Specialist - Hepatology
Position Number:	519496
Classification:	Registered Nurse Grade 5
Award/Agreement:	Nurses and Midwives (Tasmanian State Service) Award
Group/Section:	Hospitals North West - Mersey Community Hospital
Position Type:	Permanent, Part Time
Location:	North West
Reports to:	Nurse Unit Manager
Effective Date:	December 2020
Check Type:	Annulled
Check Frequency:	Pre-employment
Essential Requirements:	Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse **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 if a registration/licence is revoked, cancelled or has its conditions altered.*
Desirable Requirements:	Minimum 3 years' experience as a Registered Nurse Relevant postgraduate qualifications

NB. The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.

Primary Purpose:

The Clinical Nurse Specialist (CNS) - Hepatology, in consultation with the Gastroenterology/Hepatology Consultant, leads the day-to-day management of nursing activities and education to achieve continuity and quality of Hepatology patient care at the Mersey Community Hospital (MCH).

Within a multidisciplinary team, the CNS - Hepatology will:

- Provide patient care in conjunction with other members of the specialised health care team.
- Provide nursing expertise, case coordination, nursing management and education for patients with liver disease and their families.
- Initiate, develop and implement clinical policy, care guidelines, quality improvement and research in accordance with contemporary best practices and in consultation with the multidisciplinary team.

Duties:

1. Provide health care reflective of highly developed knowledge, skills and experience in assessment, planning, implementation and evaluation of care for patients with liver disease, including coordinating and evaluating care management processes for patients within the acute care service in collaboration with multidisciplinary teams and stakeholders.
2. Develop and maintain a learning environment through a coaching approach to patient education and team development, providing timely, consistent and appropriate education and support to patients and families relating to liver disease utilising appropriate community resources for ongoing care.
3. Assess and educate patients and families around harm minimisation strategies, particularly in relation to injecting drug use and disease transmission.
4. Provide clinical expertise in contemporary nursing practice, promoting a professional focus and environment conducive to innovation and change in liver disease management within the hospital and outpatient settings which links into established accreditation standards.
5. Participate in the review, development, implementation and evaluation of relevant evidence based organisational policies, procedures and protocols related to Hepatology.
6. Interpret and develop evidence based clinical guidelines, within a collaborative multidisciplinary framework, to determine milestones, objectives, methods and priorities to support care of individuals with liver disease.
7. Coordinate projects, programs, and/or research approved by the Nurse Unit Manager (Outpatients Clinics) and/or the Nursing Director - Operations MCH that delivers professional development, education and training activities using contemporary evidence based best practice information.
8. Participate in data collection, analysis and research in collaboration with members of the gastroenterology team.
9. Establish effective, collaborative and professional relationships with clients, the health care team, and other stakeholders to optimise outcomes for patients and their families affected by liver disease and establish and maintain referral pathways to relevant support services for clients.
10. Contribute flexibly, creatively and innovatively to quality improvement activities and research within a nursing practice framework, leading to improvements in health and healthcare delivery and minimising clinical risks.
11. 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.

Key Accountabilities and Responsibilities:

The CNS - Hepatology is an advanced role that provides specialist nursing care and education to patients and their families. The occupant operates independently within a multidisciplinary team environment under the broad direction and supervision of the Nurse Unit Manager and the Gastroenterology/Hepatology Consultant, with overall responsibility to the Nursing Director - Operations MCH for professional nursing functions, and is responsible and accountable for the following:

- Drawing upon professional competencies to improve outcomes through evaluation of practice and quality improvement activities.
- Efficient and effective management of delegated duties and for case management, with a significant degree of autonomous clinical decision making for Hepatology clients.
- Provision of nursing care as specified by the Nursing and Midwifery Board of Australia's registration standards for practice, educational preparation, relevant legislation, standards and codes, and context of care and required to practice in accordance with all relevant standards codes and guidelines for Registered Nurses.
- Practice within the professional guidelines and provide intervention in instances of unsafe, illegal or unprofessional conduct from others.
- Recognising and maintaining own professional development needs.
- Where applicable, exercising delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
- Complying at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.
- Actively participating in and contributing to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives, safeguarding practices for vulnerable people, and related training.

Pre-employment Conditions:

It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.

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. Demonstrated extensive skills, knowledge and experience in the delivery of contemporary, personalised, high quality care to individuals affected by liver disease, including knowledge of and experience with harm minimisation strategies, self-management and behaviour change.
2. Demonstrated ability to contribute effectively and support the medical specialist and nursing staff in applying contemporary management principles in a clinical setting within a multidisciplinary management team.
3. Proven knowledge of legal and ethical requirements, relevant policies and procedures of the practice setting, can demonstrate an awareness of professional issues, which impact on service delivery, together with the demonstrated ability to contribute effectively to the development and evaluation of services provided, and the review of clinical practice policy, procedure and protocols.
4. Proven high level interpersonal and communication skills including the ability to establish and maintain productive relationships with patients, confidently convey ideas, work effectively in a complex multidisciplinary setting and negotiate on behalf of the service and its clients, as well as the ability to provide relevant reports and documents as required.
5. Demonstrated effective organisational skills, with the ability to problem solve and apply principles of clinical risk management, quality improvement and nursing research to the clinical setting.
6. Proven knowledge in the application of educational principles and the ability to plan, implement and evaluate education sessions in liver disease management.

Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000.* The Department supports the Consumer and Community Engagement Principles.