

Role Description

Role Title:	Nurse Unit Manager - 0.8 FTE
Division/Hospital:	Mater Hospital Brisbane
Department/Unit:	Mater Kidney Health Service
Date Created/Reviewed:	16.10.2020
Reports To:	Director of Nephrology – Operationally Director of Clinical Services- Healthcare Integration - Professionally
Level of Accountability:	Manager

Role Purpose

The Nurse Unit Manager has professional and operational responsibility for leading the Nursing team within the Mater Kidney Health Service to provide safe, quality care and optimal patient outcomes through effective business management, service development to provide contemporary, innovative and patient centred models of Nephrology nursing care.

Behavioural Standards

This role requires the incumbent to adhere to the Mater behavioural standards including the Mater Mission, Values, Code of Conduct, Mater Credo as well as any other relevant professional and behavioural standards, translating these into everyday behaviour and actions, and holding self and others to account for these standards.

Role Level Accountabilities

This role is responsible for fulfilling the following accountabilities:

Self-Accountabilities: For all Mater people

My Behaviour	<ul style="list-style-type: none"> I role-model the values in the way I behave towards others and adhere to organisational behavioural standards at all time I translate mission into practice in my behaviour and actions
My Role	<ul style="list-style-type: none"> I am accountable for ensuring that: I am clear on the tasks and accountabilities that are associated with my role I fulfil any mandatory/professional competency requirements I contribute to, and sign off on, my performance objectives and development plan I request regular feedback from my manager in order to meet target performance expectations throughout the year I carry out my development plan I make an active contribution in my role as a team member
Safety and Quality	<ul style="list-style-type: none"> I am accountable for: contributing to safe and quality patient/student care and employee safety on every occasion by adhering to the relevant legislation, standards, policies and procedures contributing my part to 'zero harm' for staff, and 'zero preventable harm' for patients

Client Experience	<ul style="list-style-type: none"> • I am accountable for: Operational and Professional Nursing Practices within the Mater Kidney Health Service • contributing to the positive experience of student, patients and visitors to MHS in everything that I do • providing information to students, patients, carers and consumers that is evidence based, useful and meaningful to them
Continuous Improvement	<ul style="list-style-type: none"> • I am accountable for recognising inefficiencies in my role and raising them with my Manager
Reputation	<ul style="list-style-type: none"> • I am accountable for representing MHS and being a champion of all that is great about working at Mater

Role Specific Expectations

- Provide clinical leadership and drive service development opportunities for the Mater Kidney Health service in collaboration with the Director of Nephrology, Nephrology Multidisciplinary Team and Dialysis service provider partner FKC (Fresenius Kidney Care).
- Oversee the development of Mater Kidney Health Service clinical policies and procedures and internal clinical and operational processes within the Mater Kidney Health Services to support improved patient care outcomes.
- Seek out opportunities to partner with other Mater Health services to create improved patient referral and care pathways to deliver improved and more efficient models of patient care including strengthening partnerships with the Young Adult Support Unit, Vascular Access Surgery Service, Urology Service and Cardiovascular Investigations Unit to enhance patient care outcomes.
- Continue to evolve and develop improved communication, interprofessional relationships, patient transfer and clinical handover processes between FKC Dialysis unit and Mater Health services including ED, AOPS, clinical inpatient units.
- Develop opportunities for expansion of more comprehensive models of Nephrology care at Mater South Brisbane to include future development of a Peritoneal Dialysis Service at the Mater Health Service.
- Oversee and monitor the flow of outpatient referrals into and out of the Nephrology service, and assist Specialty Administration Co-ordinator with clinically prioritising medical triaged referrals to facilitate timely patient reviews in Nephrology and Young Adults Transplant Clinics.
- Scope, plan and undertake a feasibility project to prepare a business case for the establishment of a future Peritoneal Dialysis Service within the Mater Kidney Health Service.
- Provide leadership to speciality nursing staff working within the Mater Kidney Health Service including the following positions: Clinical Nurse Consultant – Vascular Access and Supportive Care, Clinical Nurse Consultant – Renal Transplant and Pre-Dialysis Education, Clinical Nurse – Nephrology and Registered Nurse – Nephrology positions.
- Review any patient clinical incidents occurring within the service, participate in service Wide Morbidity and Mortality Meetings and follow through with implementation of any required changes in clinical processes or procedures which are recommended as a result of these clinical reviews.
- Evolve and further develop the Young Adults Renal Transplant Transition program in collaboration with the YASU and QCH
- Develop clinical pathways for the service in collaboration with the Nephrology CNC's and oversee the development of Mater specific patient education materials and whole of Mater Kidney Health service policies and procedures.
- Oversee processes within the Nephrology outpatients service including procedural and outpatient clinic waitlists in collaboration with Director Of Nephrology, Director of Outpatient Services and Assistant Nursing Director of AOPS and Specialty Administration Co-ordinators

Qualifications and Experience

Essential qualifications

- Bachelor of Nursing
- Current Nursing Registration with AHPRA.

Desired qualifications

- Post graduate qualifications within the areas of Nephrology Nursing, Health Administration or Clinical Leadership and Management will be highly desired.

Experience

- A minimum of 5 years experience within the Nephrology Nursing Specialty

Skills & Knowledge

- Demonstrated advanced clinical knowledge in the clinical specialty of Nephrology.
- Demonstrated high level experience and competence in managing clinical teams to optimise internal and external stakeholder and organisational outcomes.
- Demonstrated ability to understand and implement contemporary Human Resource Management practices to maximise the efficient and effective utilisation of human resources.
- Demonstrated high level communication and interpersonal skills within a multidisciplinary environment.
- Demonstrated competence in using electronic information systems.