



## Stroke / Neurology CLINICAL NURSE RN 2 ROLE DESCRIPTION

<b>Role Title:</b>	Clinical Nurse
<b>Classification Code:</b>	Registered Nurse - Level 2 – RN2
<b>LHN/ HN/ SAAS/ DHA:</b>	Central Adelaide Local Health Network
<b>Hospital/ Service/ Cluster</b>	Royal Adelaide Hospital
<b>Division:</b>	Neuroscience
<b>Department/Section / Unit/ Ward:</b>	Stroke Neurology
<b>Role reports to:</b>	Nurse Lead - Neuroscience, Research Lead Neurologist
<b>Role Created/ Reviewed Date:</b>	June 2024
<b>Criminal History Clearance Requirements:</b>	<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 (NPC)
<b>Immunisation Risk Category</b>	<input checked="" type="checkbox"/> Category A (direct contact with blood or body substances) <input type="checkbox"/> Category B (indirect contact with blood or body substances) <input type="checkbox"/> Category C (minimal patient contact)

### ROLE CONTEXT

#### Primary Objective(s) of role:

The Clinical Nurse's primary responsibility is to facilitate stroke clinical trials at the Royal Adelaide Hospital.

The role includes the submission of study documents to local or national regulatory bodies, source data collection and management. The Clinical Nurse, under the supervision of the Principal Investigator, will also assist with the recruitment and retention of potential participants and the administration of study-related treatments and procedures.

The Clinical Nurse position works in close collaboration with other stroke and neurology clinical trial coordinators, the Stroke Unit Head, Stroke Fellow, Acute Stroke Nurses and the Nurse Consultant -TIA Service.

#### Direct Reports:

The Clinical Nurse:

- > Directly reports to the Nurse Manager overseeing the Neurology Unit in the Central Adelaide Local Health Network for nursing/ industrial matters, To the Nurse lead of the Neuroscience Program for professional issues and to the Stroke Unit head for research specific matters.

### Key Relationships/ Interactions:

#### Internal

The Clinical Nurse:

- > Reports to the Nurse Lead – Neuroscience program for professional issues, and reports to Nurse Manager for Neurology for HR & industrial matters
- > Works closely with the Acute Stroke nurses & Nurse Consultant -TIA Service
- > Reports to the Principal Investigator of the relevant research study (usually the Head of the Stroke Unit) regarding conduct of clinical trials
- > Maintains a close working relationship with key members of the acute stroke team, including Consultants and the Stroke Fellow
- > 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 team

#### External

- > Maintains relationships with non-government organisations or other government organisations relevant to the conduct of the stroke trial protocol.

### Challenges associated with Role:

Major challenges currently associated with the role include:

- > Keeping up to date with, implementing and monitoring evidence-based practice and quality management initiatives consistent with organisational policies
- > Dealing appropriately and relevantly with patients 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.
- >

### 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 & 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:

\*NB References 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/LHN 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 Commitment:**

CALHN welcomes and respects Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. In acknowledgement of this, CALHN is committed to increasing the Aboriginal and Torres Strait Islander Workforce.

**Special Conditions:**

\*NB Reference to legislation, policies and procedures includes any superseding versions

- > Meet immunisation requirements as outlined by the Immunisation Guidelines for Health Care Workers in South Australia 2014 specific to the role.
- > It is mandatory that no person, whether or not currently working in SA Health, will be eligible for appointment to a position in SA Health unless they have obtained a satisfactory Criminal and Relevant History Screening.
- > *Prescribed Positions* under the *Children's Protection Act (1993)* must obtain a satisfactory Criminal and Relevant History 'child-related' employment screening through the Screening and Licensing Unit, Department for Communities and Social Inclusion.
- > Criminal and Relevant History Screening Assessment must be renewed every 3 years thereafter from date of issue for 'Prescribed Positions' under the *Children's Protection Act 1993 (Cth)* or 'Approved Aged Care Provider Positions' as defined under the *Accountability Principles 2014* made in pursuant to the *Aged Care Act 2007 (Cth)*.
- > 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.
- > The incumbent will be required to work within the on-call roster and may be required to work overtime hours as the service may require.
- > Appointment is subject to immunisation risk category requirements. There may be ongoing immunisation requirements that must be met.
- > The incumbent will complete, and maintain Good Clinical Practice accreditation.

## Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Direct/indirect patient/client care	<ul style="list-style-type: none"> <li>&gt; Assist with the identification of potentially eligible participants, ensuring that screening investigations are ordered, screening logs maintained and that eligibility criteria are assessed and met with participant informed consent processes are followed.</li> <li>&gt; The Clinical Nurse may be required, under medical supervision, to attend outpatient clinics for the purpose of identifying potential participants or for the follow-up assessment of existing trial participants.</li> <li>&gt; Assist with booking trial participant follow-up visits as outlined in the clinical trial protocol</li> <li>&gt; Assist in the administration of trial-related treatments and interventions</li> <li>&gt; Conduct participant observational procedures such as blood draw, ECG and vital sign assessments.</li> <li>&gt; Monitor the follow-up care and progress of participants involved in stroke clinical trials as outlined by the study protocol and in direct consultation with the Principle Investigator.</li> <li>&gt; Liaise with internal/external medical, pharmacy and nursing staff. This may include, where appropriate, communication with the participant's GP, local pharmacy, nursing home or care facility.</li> <li>&gt; Ensure individual study files are maintained to comply with GCP and ICH guidelines including Ethics Committee approval, site visit reports and protocols.</li> </ul>
Support of health service systems	<ul style="list-style-type: none"> <li>&gt; Plan and coordinate services including those from other disciplines;</li> <li>&gt; Act to resolve local and/or immediate nursing care or service delivery problems;</li> <li>&gt; Support change management processes.</li> <li>&gt; Required to contribute to a wider or external team working on complex or organisation wide projects such as clinical protocols, guidelines and/or process mapping.</li> <li>&gt; Contributing to the accessibility of patient records by requesting, collating and returning physical records as well as incorporating relevant clinical trial documentation into the patient electronic record (where applicable)</li> <li>&gt; Assist with the smooth running of the stroke clinical trial unit by maintaining prompt, courteous and accurate communications with other staff and with a variety of health care professionals, contributing to the maintenance of office trial equipment.</li> <li>&gt; Attending regular unit meetings and meetings related to clinical trials as necessary. This may include intrastate, interstate or overseas travel as directed by the Principal Investigator.</li> <li>&gt; Create and monitor trial-related budgets.</li> </ul>
Education	<ul style="list-style-type: none"> <li>&gt; Participate in clinical teaching, overseeing learning experience, and goal setting for students, new staff and staff with less experience;</li> <li>&gt; Assist the Nurse Educators to maintain a learning culture by being a resource person, encouraging reflection and professional development, and assisting others to maintain portfolios/records of learning.</li> <li>&gt; Required to participate in and/or provide clinical teaching and/or research.</li> </ul>

Research	<ul style="list-style-type: none"> <li>&gt; Participate in clinical auditing, clinical trials and/or evaluative research;</li> <li>&gt; Integrate advanced theoretical knowledge, evidence from a range of sources and own experience to devise and achieve agreed patient/client care outcomes;</li> </ul>
Professional leadership	<ul style="list-style-type: none"> <li>&gt; Promote continuity and consistency of care in collaboration with the Stroke Nurse and/ or Nurse Consultant -TIA Service;</li> <li>&gt; Act as a resource person within an area based on knowledge, experience and skills.</li> <li>&gt; Required to undertake specific activity and/or portfolio responsibility.</li> </ul>

## **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 communication, problem solving, conflict resolution and negotiation skills.
- > Ability to work effectively within a multidisciplinary team.
- > Ability to prioritise workload and meet set timelines, whilst working under minimal supervision.
- > Ability to be creative, innovative and flexible when approaching issues within the clinical setting.

### **Experience**

- > Registered Nurse with at least 3 years, full time equivalent, post registration experience.
- > Demonstrated competence in neurology nursing practice in accordance with the appropriate standards of practice.
- > Experience in the leadership and direction of student nurses, enrolled nurses and less experienced registered nurses.

### **Knowledge**

- > Knowledge and understanding of relevant legislation, industrial agreements, standards, codes, ethics and competency standards.
- > Knowledge of Quality Improvement Systems as applied to a healthcare setting.
- > Knowledge of contemporary nursing and health care issues.

## **DESIRABLE CHARACTERISTICS**

### **Educational/Vocational Qualifications**

- > Current accreditation in Good Clinical Practice (GCP)
- > Current accreditation in International Air Transportation Association (IATA) regulations
- > Post graduate qualifications in Acute or Neurological Nursing
- > Tertiary qualifications in nursing or human services related discipline.

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

- > Ability to work within a team framework that fosters an environment that develops staff potential.
- > Skills in using computers and software relevant to the area of practice.

### **Experience**

- > Demonstrated competence and experience as a clinical trials coordinator/research nurse.
- > Experience in stroke research and familiarity with common stroke rating scales
- > Experience with quality improvement activities.
- > Experience in evaluating the results of nursing research and integrating, where relevant, the results into nursing practice.

### **Knowledge**

- > Knowledge of the South Australian Public Health System.
- > Knowledge of contemporary professional nursing issues.





## 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 Inc., Northern Adelaide Local Health Network Inc., Southern Adelaide Local Health Network Inc., Women's and Children's Health Network Inc., Country Health SA 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.

### Central Adelaide Local Health Network:

CALHN is one of five Local Health Networks (LHNs) in South Australia established in July 2011. CALHN is responsible for the following health services:

Royal Adelaide Hospital (RAH)

The Queen Elizabeth Hospital (TQEH)

Hampstead Rehabilitation Centre (HRC)

St Margaret's Rehabilitation Hospital (SMRH)

Glenside Health Service (GHS) Psychiatric Intensive Care Unit; Inpatient Rehabilitation Services and Acute beds only

Adelaide Dental Hospital (ADH).

CALHN also has governance over numerous community mental health and primary health services including Prison Health Service, SA Dental Service and DonateLife SA. Of note also is governance of the Statewide Clinical Support Services (SCSS) including Imaging, Pathology and Pharmacy, responsibility of which has vacillated between CALHN and DHW over the past few years.

CALHN is one of three metropolitan LHNs and its core population is approximately 390,000 people. CALHN also provides services to patients from other SA networks, rural and remote areas, the Northern Territory, NSW (Broken Hill) and western parts of Victoria. These services usually relate to complex services such as head and neck cancer, radiation therapy, cardiac surgery, spinal surgery or rehabilitation.

CALHN's purpose is to deliver quality and sustainable healthcare. While the delivery of high quality patient care is our number one priority, we face a significant challenge in achieving financial sustainability. A quality-assured financial recovery plan has been developed to meet these challenges. Through effective leadership and change management, the plan which is applicable to all Directorates and departments, will be implemented over the next three years.

**Neuroscience and Rehabilitation Program:**

The Neuroscience and Rehabilitation Program of the Central Adelaide Local Health Network is a dynamic service providing expert care across both acute, subacute and community settings in Adelaide. It serves the South Australian Community through a multidisciplinary patient focused model, delivering care at the Royal Adelaide Hospital, Hampstead Rehabilitation Hospital, St Margaret's Hospital and various community clinics. The Neuroscience and Rehabilitation Program also provide care in patient's homes.

Comprehensive medical services are provided to manage a diverse range of complex health issues in the area of Neurosurgery, Neurology Stroke and Rehabilitation. Nursing and Allied Health Services are extensive across all sites and programs with specialised and generalist staff to care for both younger and older patients entrusted to our care. Non-clinical support staff and volunteers ensure that we are partnering with both clinicians and patients to provide a safe and supportive health care environment.

We are committed to our community through a partnership approach in delivering healthcare that promotes wellness through illness prevention and proactive treatment of disease.

## 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.

## 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:**