DEPARTMENT OF HEALTH

Statement of Duties

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| **Position Title:** | Clinical Nurse Consultant - Infection Prevention and Control |
| **Position Number:** | 515007, 502296,535180 |
| **Classification:** | Registered Nurse Grade 6 |
| **Award/Agreement:** | Nurses and Midwives (Tasmanian State Service) Award |
| **Group/Section:** | Hospitals North/North West – Mersey Community Hospital  Nursing Services |
| **Position Type:** | Permanent |
| **Location:** | North West |
| **Reports to:** | Executive Director of Nursing and Midwifery |
| **Effective Date:** | October 2021 |
| **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:** | Holds or is working towards Registration as Nurse Immuniser within Tasmania  Holds or is working towards relevant post graduate qualification  Current Driver’s Licence  Holds or has a willingness to become a member of Australasian College of Infection Prevention and Control (ACIPC) and consider gaining credentialling with ACIPC |

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:

Liaise and support members of the health care teams, in the development of Infection Prevention and Control policies, practice and legal requirements, to provide safe quality patient care.

Liaise and collaborate with the Infection Prevention and Control Educators with development of training programs throughout the North West using best practice principles aligned with National Safety and Quality Health Service Standards direction framework.

Provide the Executive Director of Nursing and Midwifery and Nursing Director Operations (North West Regional Hospital (NWRH) and Mersey Community Hospital (MCH) with high quality and authoritative advice and support.

Liaise with Infectious Diseases Physician to manage risks associated with healthcare associated infections and supports as relevant antimicrobial stewardship.

Monitors, assesses and uses surveillance data to reduce risks associated with healthcare associated infections and supports appropriate antimicrobial prescribing.

Work collaboratively with other members of the Infection Prevention and Control service in the delivery of infection control programs across the North West.

### Duties:

1. Plan, develop and lead the development and implementation of infection prevention and control policy and guidelines to support effective patient outcomes and regulatory and/or technological developments.
2. Promote the use of the National Infection Control Standards and support programs including work developed and implemented by the Tasmanian Infection Prevention and Control Unit (TIPCU) and various clinical services.
3. Provide high level advice on Infection Prevention and Control issues, policies and practices to members of the health care teams.
4. Assist in the development, maintenance and evaluation of an Infection Prevention and Control Risk Management Framework for the North West.
5. Collects, investigates and reports relevant data on health care associated infections appropriate to the size and scope of the organisation.
6. Develop and maintain a surveillance program to understand the rates and patterns of infection and measure the success of preventative programs in the North West.
7. Ensure organisation meets the hand hygiene auditing requirements as per the National Hand Hygiene Initiative
8. Liaise with relevant health professionals in other departments, Hospitals and Agencies including external contracted services (e.g., Pathology and Radiology).
9. Provide counselling, education and support for patients/family/staff in relation to risk exposure and refer to appropriate personnel as necessary.
10. Provide and maintain record systems, including statistical data as required by the Agency and the law, including utilising data of risk exposures and near misses to evaluate and change work practices.
11. Promote and participate in quality improvement activities including clinical risk management to support ongoing professional development within a learning and research culture.
12. Maintain professional development through reflective practice, participating in continuous learning opportunities including networking and engaging with local and national colleagues and by participating in annual performance development program.
13. Initiate and participate in the development and revision of organisation wide documentation, relating to Infection Prevention and Control and nursing, based on the best practice and work within these guidelines.
14. Provide support and advice for infection prevention and control related to contact tracing as part of outbreak management team.
15. Actively participate in and contribute 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.
16. 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:

* Accountable to the Executive Director of Nursing and Midwifery for the effective and efficient management of infection prevention and control within the hospital environment.
* Provide information, advice and recommendations to Nursing Director Operations (NWRH and MCH) and relevant committees.
* Maintains a high degree of autonomy and receives guidance and support from the Executive Director of Nursing and Midwifery, Nursing Director Operations (NWRH and MCH), and Infectious Disease Physician.
* Responsible for the supervision and effective implementation of recommended Infection Prevention and Control policies, protocols and guidelines on a facility-wide basis, including surveillance of infections and hygiene practices.
* Champion a child safe culture that upholds the National Principles for Child Safe Organisations. The Department is committed to the safety, wellbeing, and empowerment of all children and young people, and expect all employees to actively participate in and contribute to our rights-based approach to care, including meeting all mandatory reporting obligations.
* Where applicable, exercise 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.
* Comply at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.

### 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:
   1. crimes of violence
   2. sex related offences
   3. serious drug offences
   4. crimes involving dishonesty
2. Identification check
3. Disciplinary action in previous employment check.

### Selection Criteria:

1. Holds or a willingness to undertake training to become a Hand Hygiene Auditor in accordance with the National Hand Hygiene Initiative requirements as soon as possible post appointment.
2. Demonstrated experience and high level of knowledge of the National Safety and Quality Standards in the area of infection prevention and control and communicable diseases, with a demonstrated awareness of professional issues which impact on service delivery.
3. Demonstrated leadership qualities with the ability to maximise productive working relationships, and effective change management skills with experience in a variety of clinical settings
4. Demonstrated ability and experience in the development, provision, co-ordination and evaluation of education programs/activities.
5. Understanding of risk assessment approaches and the ability to develop risk management strategies and frameworks
6. Advanced communication and interpersonal skills with proven ability to work effectively within a multidisciplinary team environment, including local and state-wide networks.
7. Ability to apply and develop quality improvement and nursing research strategies and encourage the application of action research in the practice environment.
8. Ability to work independently with minimal supervision and as a contributing member of the multidisciplinary team in an environment subject to pressure and change.

### 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 of Health is committed to improving the way we work with vulnerable people, in particular implementing strategies and actions to promote child safety and wellbeing, empower, and prevent harm to children and young people.

The Department upholds the *Australian Charter of Healthcare Rights* in our practice and is committed to the safeguarding and protection of the welfare and rights of all people, particularly those that may be at risk of abuse, neglect, or exploitation. We place emphasis on the provision of culturally safe, respectful, and inclusive care that is responsive to diverse needs.

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 | Tasmanian Department of Health](https://www.health.tas.gov.au/consumer-and-community-engagement-principles).