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## SA Health Job Pack

<b>Job Title</b>	Registered Nurse - Mental Health Inpatient Services
<b>Eligibility</b>	Open to Everyone
<b>Job Number</b>	866679
<b>Applications Closing Date</b>	30 July 2024
<b>Region / Division</b>	Flinders and Upper North Local Health Network
<b>Health Service</b>	Mental Health Inpatient Services
<b>Location</b>	Whyalla
<b>Classification</b>	RN/M1
<b>Job Status</b>	Temporary Part Time (up to 14 November 2024)
<b>Salary</b>	\$72,651 - \$99,129 p.a (pro rata)

## Contact Details

<b>Full name</b>	Marion Hall
<b>Phone number</b>	8644 5130
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## Criminal History Assessment

**Applicants will be required to demonstrate that they have undergone an appropriate criminal and relevant history screening assessment/ criminal history check. Depending on the role, this may be a Department of Human Services (DHS) Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:**

- Working with Children Check (WWCC) - **DHS**
- National Disability Insurance Scheme (NDIS) Worker Check- **DHS**
- Unsupervised contact with Vulnerable groups- **NPC**
- Unsupervised contact with Aged Care Sector- **DHS**
- No contact with Vulnerable Groups - General Employment Probity Check - **NPC**

Further information is available on the SA Health careers website at [www.sahealth.sa.gov.au/careers](http://www.sahealth.sa.gov.au/careers) - see Career Information, or by referring to the nominated contact person below.

# Immunisation

## ***Risk Category A (direct contact with blood or body substances)***

This role carries specific immunisation requirements. To be eligible for appointment in this role you will be required to meet the immunisation requirements associated with Category A (direct contact with blood or body substances). [Please click here for further information on these requirements.](#)

## Guide to submitting an application

Thank you for considering applying for a position within SA Health. Recruitment and Selection processes across SA Health are based on best practice and a commitment to a selection based on merit. This means treating all applications in a fair and equitable manner that aims to choose the best person for the position.

A well presented, easy to read application will allow the panel to assess the information they need from your application. To give yourself the best opportunity to reach interview, the application should clearly and concisely demonstrate to the selection panel that you are suitably equipped to perform the role, and that you possess all of the stated minimum essential skills, abilities, knowledge, experience and educational qualifications (where required).

The online application form to apply for this position will ask for employment history, education, qualifications and referees however to understand the position and requirements we suggest you become familiar with the attached Job and Person Specification.

We request that you attach the following to your application -

- ↪ **A covering letter** of up to 2 pages introducing yourself to the selection panel and describing your skills, abilities, knowledge, qualifications and experience in relation to the position;
- ↪ **A current Curriculum vitae/Resume** that includes your personal details, relevant employment history, education, training courses, qualifications and professional memberships.

\* Refer to [Guidelines for Applicants](#) for further information regarding

- Salary Packaging
- Opportunities for movement within SA Health
- Flexible working arrangements
- Criminal History screening and background checks
- Immunisation requirements
- Rights of review
- Information for applicants

# Role Description

Registered Nurse – RN1



<b>Position Number</b>	P24555	
<b>Position Title</b>	Registered Nurse	
<b>Classification Code</b>	RN1	
<b>LHN</b>	Flinders and Upper North Local Health Network (FUNLHN)	
<b>Directorate</b>	Mental Health	
<b>Location</b>	Whyalla	
<b>Department/Unit/Ward</b>	Mental Health Inpatient Services	
<b>Position reports to</b>	P24562 Advanced Nurse/Midwife Manager	
<b>Delegation Level</b>	No delegation	No delegation
<b>Position Created/Reviewed</b>	June 2019 / April 2024	
<b>Criminal History Clearance Requirements</b>	Working With Children Check (WWCC) (DHS) Unsupervised contact with vulnerable groups (NPC)	
<b>Immunisation Risk Category</b>	Category A	

## Role Context

### Primary objectives of role:

The Registered Nurse (RN) will contribute to the delivery of a comprehensive and integrated range of evidenced based, recovery oriented services across the multi-disciplinary Local Health Network (LHN) Mental Health (MH) service appropriate to the needs of the consumer and the local community. The RN will consolidate knowledge and skills and develop in capability through continuous professional development and experience.

The RN contributes to the delivery of integrated clinical mental health care to consumers across community, acute and rehabilitation service settings and will utilise and develop a combination of preventative, early intervention, therapeutic and evaluative approaches, including individual and family therapeutic approaches, group programs, health promotion and community development programs.

Employees working within this level develop from novice practitioners to a proficient level of professional practice. They consolidate knowledge and skills and develop in capability through continuous professional development and experience. An employee at this level accepts accountability for his or her own standards of nursing/midwifery care and for activities delegated to others.

## Key Result Area and Responsibilities

### Direct or indirect consumer care

- Assess individual consumer needs, plan, implement and/or coordinate appropriate service delivery from a range of accepted options including other disciplines or agencies.
- Provide direct person centred nursing care and/or individual case management to consumers on a shift by shift basis in a defined clinical area with increasing autonomy over time.
- Plan and coordinate services with other disciplines or agencies in providing individual health care needs.

### Support of health setting services

- Participate in quality improvement activities that contribute to consumer safety, risk minimisation and safe work activities within the practice setting.
- Provide ward/team leader/coordination as required on a shift by shift basis. (A team leader is a RN assigned responsibility for supporting staff and coordinating consumer care).
- Contribute to procedures for effectively dealing with people exhibiting challenging behaviours.

### Education

- Provide health promotion and education, to consumers or groups and carers to improve the health outcomes of individual.
- Support nursing practice and learning experiences for students undertaking clinical placements, orientation for new staff and preceptorship of graduates.

### Research

- Participate in evaluative research activities within the practice setting.
- Use foundation theoretical knowledge and evidenced based guidelines to achieve positive consumer care outcomes.

## Professional leadership

- Provide, with increasing capacity over time, support and guidance to newer or less experienced staff, Enrolled Nurses, student nurses and other workers providing basic nursing care.
- Review decisions, assessments and recommendations from less experienced Registered Nurses and Enrolled Nurses and students.

## Knowledge, Skills and Experience

### Essential Minimum Requirements

#### Educational/Vocational Qualifications

- Registered or eligible for registration as a Nurse by the Nursing and Midwifery Board of Australia, and who holds, or who is eligible to hold, a current practicing certificate.
- Be enrolled and/or willing to enrol in further postgraduate studies within Mental Health practice.

#### Personal Abilities/Aptitudes/Skills

- Effective communication skills including, problem solving, conflict resolution and negotiation skills.
- Ability to work effectively within a multidisciplinary team.
- Ability to prioritise workload.
- Ability to be, creative, innovative and flexible when approaching issues within a mental health setting.
- Demonstrated commitment to providing consumer and family centred care.
- Ability to engage with Aboriginal community/consumers in a culturally appropriate manner and a willingness to undertake further training in this manner.

#### Experience

- Demonstrated competence in the relevant area of nursing practice in accordance with the appropriate standards of practice.
- Experience working with Aboriginal consumers.

#### Knowledge

- Knowledge and understanding of the role of the Registered Nurse within a mental health care setting.
- Knowledge and understanding of relevant legislation, industrial agreements, standards, codes, ethics and competency standards, National Mental Health Strategy, Mental Health Standards and relevant legislation.
- Knowledge of Quality Improvement Systems as applied to a healthcare setting.
- General understanding of Aboriginal culture and a willingness to undertake further training in this area.

### Desirable Characteristics

#### Educational/Vocational Qualifications

- Qualifications relevant to Mental Health Nursing.

#### Personal Abilities/Aptitudes/Skills

- Ability to use technology and computer skills.

### Experience

- Experience working with and understanding of people from varying cultural backgrounds, including Aboriginal and Torres Strait Islander people.
- Experience working with Mental Health consumers and carers, families and associated support networks in an evidenced based, recovery oriented framework.
- Experience in Mental Health service settings.
- Experience working in a rural setting.

### Knowledge

- Knowledge of community and health service resources relevant to the local community.
- Knowledge of contemporary professional nursing / mental health issues.

### Key Relationships/ Interactions:

#### Internal

- Provides supervision of students and Enrolled Nurses.
- Maintains cooperative and productive working relationships within all members of the health care team.

#### External

- Maintains relationships with non-government and/or other government organisations to meet the needs of the consumer group.

### Direct reports:

- Nil.

### Challenges associated with role:

Major challenges currently associated with the role include:

- Working with individuals where there are multiple complexities and diverse cultural backgrounds.
- Recognising and responding to clinical deterioration or other incidents and escalating appropriately.
- Providing evidenced based care, developing clinical skills while keeping up to date with professional standards of practice and quality management initiatives consistent with organisational policies.

### Special conditions:

- 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 National Police Certificate (NPC).
- Prescribed Positions under the *Child Safety (Prohibited Persons) Act 2016* must obtain a satisfactory Working With Children Check (WWCC) through the Department of Human Services (DHS) Screening Unit.
- *Approved Aged Care Provider Positions* as defined under the *Accountability Principles 1998* made in pursuant to the *Aged Care Act 2007 (Cth)* must obtain a satisfactory National Police Certificate (NPC) through the South Australian Police confirming the clearance is for the purpose of unsupervised contact with vulnerable groups.
- Prescribed positions under the *Disability Services Act 1993* must obtain a satisfactory Disability Services Employment Screening through the Department of Human Services (DHS) Screening Unit

- Risk-Assessed roles under the National Disability Insurance Scheme (NDIS) (*Practice Standards – Worker Screening Rules 2018*) must obtain a satisfactory NDIS Working Screening Check through the Department of Human Services (DHS) Screening Unit.
- NPCs and DHS Disability Services Employment Screenings must be renewed every 3 years thereafter from date of issue.
- WWCCs and NDIS Worker Screening Checks must be renewed every 5 years thereafter from date of issue.
- 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.
- Must be an Australian Resident or hold a current working visa.
- Appointment is subject to immunisation risk category requirements (see page 1). There may be ongoing immunisation requirements that must be met.
- The incumbent may be required to undertake further study to obtain a qualification which supports the needs of the health unit. Where further study is required, FUNLHN will provide support and assistance in accordance with provisions of the *SA Health (Health Care Act) Human Resources Manual*. Note, however, this Special Condition does not apply to existing LHN employees with continuous employment within the LHN which commenced prior to 1 October 2016.
- Must be flexible and willing to participate in a 7 day roster working varied hours/shifts across different settings.

#### General requirements:

Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Directives, Determinations and Guidelines, and legislative requirements including but not limited to:

- *Work Health and Safety Act 2012 (SA)* maintaining your own health and safety and not place others at risk and comply with any reasonable instruction that is given to allow SA Health to comply with the WHS Act, and when relevant WHS Defined Officers must meet due diligence requirements
- *Return to Work 2014 (SA)*, facilitating the recovery, maintenance, or early return to work of employees with work related injuries / illness.
- Equal Employment Opportunities (including prevention of bullying, harassment, and intimidation).
- Meet immunisation requirements as outlined by the *Addressing vaccine preventable disease: Occupational assessment, screening, and vaccination Policy*.
- *Children and Young People (Safety) Act 2017 (SA)* 'Notification of Abuse and Neglect'.
- Disability Discrimination.
- *Independent Commissioner Against Corruption Act 2012 (SA)*.
- *Information Privacy Principles Instruction*.
- Relevant Awards, Enterprise Agreements, *Public Sector Act 2009*, *Health Care Act 2008*, 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 / FUNLHN / other relevant departmental policies, procedures and standards.

The SA Health workforce contributes to the safety and quality of patient care by adhering to the South Australian Charter of Health Care Rights, understanding the intent of the National Safety and Quality Health Service Standards and participating in quality improvement activities as necessary.

#### **Resilience:**

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

#### **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:**

FUNLHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge, and life experiences they bring to the workplace. FUNLHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture.

#### **Performance development**

It is your responsibility to actively participate in the Performance Review and 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 FUNLHN and strategic directions.

#### **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.

### **Partnering with Consumers**

The Flinders and Upper North Local Health Network is committed to involving consumers, communities and carers in the planning, design and evaluation of our health services. We do this through (but not limited to) Flinders and Upper North Local Health Network Board Consumer and Community Engagement Committee, Health Advisory Councils, Community Network Register and with consumer representation on operational committees. Furthermore, advocacy and advice is sought as appropriate from specialist support group Experts by Experience and representatives for mental health, aged care, child and youth care, disability and other groups.

## **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 Ageing and the Minister for Mental Health and Substance Abuse.

The legal entities include but are not limited to Department for Health and Ageing, 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.

## 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.

As a public sector employee, you have a responsibility to maintain ethical behaviour and professional integrity standards. It is expected that you act in accordance with the Code of Ethics and contribute to a culture of integrity within SA Health.

*The Code recognises that some public sector employees are also bound by codes of conduct relevant to their specific occupation and/or 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.

<b>Position Number</b>	P24555	
<b>Position Title</b>	Registered Nurse	
<b>Classification Code</b>	RN1	
<b>LHN</b>	Flinders and Upper North Local Health Network (FUNLHN)	
<b>Directorate</b>	Mental Health	
<b>Location</b>	Whyalla	
<b>Department/Unit/Ward</b>	Mental Health Inpatient Services	
<b>Role reports to</b>	P24562 Advanced Nurse/Midwife Manager	
<b>Delegation Level</b>	No delegation	No delegation
<b>Role Created/Reviewed Date</b>	June 2019 / April 2024	
<b>Criminal History Clearance Requirements</b>	Working With Children Check (WWCC) (DHS) Unsupervised contact with vulnerable groups (NPC)	
<b>Immunisation Risk Category</b>	Category A	

### Role Description Approval

I acknowledge that the role I currently occupy has the delegated authority to authorise this document:

**Name:** \_\_\_\_\_ **Role Title:** \_\_\_\_\_  
**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

### 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:** \_\_\_\_\_