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SA Health Job Pack

Job Title	PICC Nurse Consultant
Job Number	687883
Applications Closing Date	29/02/2019
Region / Division	SA Health - Central Adelaide Local Health Network
Health Service	SA Medical Imaging
Location	Adelaide
Classification	RNM3
Job Status	Full time, Ongoing
Indicative Total Remuneration*	\$124,301 - \$131,635

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 Communities and Social Inclusion (DCSI) Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:

- ☒ Child Related Employment Screening - **DCSI**
- ☒ Vulnerable Person-Related Employment Screening - **NPC**
- ☐ Aged Care Sector Employment Screening - **NPC**
- ☒ General Employment Probity Check - **NPC**

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

Contact Details

Full name	Susan Waters
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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 <http://www.sahealthcareers.com.au/information/> for further information regarding

- The Indicative Total Remuneration which is inclusive of Award salary, superannuation and other monetary benefits.
- Information for Applicants
- Criminal History Assessment requirements



ROLE DESCRIPTION

Role Title:	Nurse Consultant		
Classification Code:	Registered Nurse Level 3	Position Number	p18814
LHN/ HN/ SAAS/ DHA:	Central Adelaide Local Health Network (LHN)		
Site/Directorate	State-wide Clinical Support Services (SCSS)		
Division:	SA Medical Imaging		
Department/Section / Unit/ Ward:	Royal Adelaide Hospital Site		
Role reports to:	RN5.3 Nursing Director SA Medical Imaging		
Role Created/ Reviewed Date:	February 2019		
Criminal History Clearance Requirements:	X Child- Prescribed (DCSI) X Vulnerable (NPC)		

ROLE CONTEXT

Primary Objective(s) of role:

Employees classified at this level provide clinical nursing expertise in vascular access, specialising in PICC and midline insertions. Employees classified at this level are experts in this area of practice, autonomous within the scope of practice in which they are endorsed and work collaboratively with SA Medical Imaging Interventional Radiologists.

This role provides clinical leadership and consultancy to inpatient and outpatient clinical areas in the area of vascular access and is integral in providing a vascular access service for the LHN's within which they work. This role may also be asked to provide advice to clinical teams caring for patients in the community who have PICC and midlines, and also providing problem solving strategies to these teams, that may support hospital avoidance.

The PICC NC accepts accountability for their nursing practice, the outcomes of nursing practices for their patient group, the professional advice given, delegations of care made and for addressing inconsistencies between practice and policy.

Direct Reports:

- Nil

Key Relationships/ Interactions:Internal

- Maintains close collaborative working relationships with all level 3 and level 4 Nurses of both SAMI and the broader LHNs.
- Maintains close collaborative working relationships with SAMI Clinical Radiology Medical staff
- Works collaboratively with the respective SAMI Nurse Unit Manager and Site Campus Operations Manager
- Develops, supports and works collaboratively with other members of the SAMI health care team
- Maintains a close working relationship with the Associate Nurse Unit Manager (Level 2) and the Clinical Nurse (Level 2).
- Maintains cooperative and productive working relationships within all members of the health care team.

External

- Develops and maintains relationships with non-government organisations or other government organisations

Challenges associated with Role:

Major challenges currently associated with the role include:

- Keeping professionally up to date with relevant research, technological advances and models of care.
- Working appropriately and in a culturally respectful way 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.
- Working collaboratively within the multidisciplinary team and across organisational Divisions/sites and promotes communication processes to enable best patient/client outcomes.

Delegations:

- Finance Level 6

Refer to [HR Delegations](#) and [Finance Delegations](#)

Special Conditions:

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

- Meet immunisation requirements as outlined by the Immunisation for Health Care Workers in South Australia Policy Directive.
- Hold an unrestricted drivers licence
- 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 Background Screening and National Criminal History Clearance.
- *Prescribed Positions* under the *Children's Protection Act (1993)* must obtain a satisfactory Background Screening and National Criminal History Clearance through the Screening and Licensing Unit, Department for Communities and Social Inclusion.
- Background Screening and National Criminal History Clearances 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 1998* 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.

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) 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.*
- *Meet immunisation requirements as outlined by the Immunisation Guidelines for Health Care Workers in South Australia Policy Directive.*
- *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).*
- *Information Privacy Principles Instruction.*
- *Code of Fair Information Practice.*
- *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.*
- 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.

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.

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.

Resilience:

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

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Direct/indirect patient/client care	<ul style="list-style-type: none"> > Integrate contemporary information and evidence with personal experience to support the decision making, innovative thinking and objective analysis that is expected at this level eg Expert clinical knowledge underpins and informs their ability to support, lead and/or provide expert clinical care to improve and optimise nursing/midwifery care. > Provide direct, expert clinical nursing care, select and implement different therapeutic interventions, provide individual case management to a defined population of patients/clients and evaluate progress. > Contribute expert nursing assessment and advice to local clinical teams to achieve integrated nursing care within a risk management framework. > Undertake the nursing care role with a significant degree of independent clinical decision making in the area of personal expertise. > Be required in a multidisciplinary primary health care setting to apply nursing expertise to assess clients, select and implement different therapeutic interventions and/or support programs and evaluate patient/client progress. > Effective complex discharge planning / hospital avoidance through the provision of education, equipment and referral.
Support of health service systems	<ul style="list-style-type: none"> > Use available information systems: to inform decision making, to implement and co-ordinate processes for quality improvement, to monitor and analyse incidents and accidents, to ensure quality and safety is not compromised, to evaluate outcomes and convey information to staff. > Contribute to the development of, implementation of, and monitoring of corporate policies and processes and lead in their area of expertise. > Management of resources with due diligence. > Implement and co-ordinate within span of control, processes for quality improvement and continuity within corporate risk management and nursing/midwifery professional practice frameworks. > Identifying hazards, assessing risks and implementing, monitoring and maintaining hazard control measures. > Maintain productive working relationships and manage conflict resolution. > Contribute to the development and sustainability of nursing/midwifery skills for the needs of the specific population group using systems of resource and standards promulgation. > Contribute specific expertise to nursing/midwifery practice through clinical protocol and standards development.
Education	<ul style="list-style-type: none"> > Hold a contemporary professional practice portfolio containing evidence of postgraduate qualifications, learning and practice experience that underpin a demonstrable application of knowledge and skills commensurate with the level and type of practice expected of the role. > Ensure mechanisms are in place to support ongoing education where work and learning are integrated. > Apply and share expert clinical knowledge to improve patient/client care outcomes. > Contribute clinical expertise to learning environments, which may include individual/team capability development and/or post registration clinical teaching.

Research	<ul style="list-style-type: none"> > Contribute specific expertise to monitor and evaluate research activities in order to improve nursing practice and service delivery; > Establishing, implementing and evaluating systems, which ensure best practice/evidence and patient/client outcomes; > Applies evidenced based recommendations to improve practice and service function; > Contribute to clinical practice research.
Professional leadership	<ul style="list-style-type: none"> > Provides leadership and direction, acts a role model, mentor, consultant and resource person; > Lead nursing clinical practice within the professional practice framework established by the Director of Nursing > Contribute to the redesign of care and treatment practices. > Provides leadership and direction, acts as a role model, mentor, consultant and resource person. > Leads changes to models of care. > Participate in workgroups/programs for patient/client outcomes that extend beyond the unit/service/workplace. > Create an environment conducive to learning; > Create a culture of succession planning by nurturing and mentoring emerging leaders of the Medical Imaging Nursing Team; > Foster a culture of caring within the Medical Imaging Nursing team and in daily interactions with Medical Imaging patients; > Inspire the Medical Imaging Nursing Team to work towards a shared vision which is reflective of the Medical Imaging Departmental and SA Medical Imaging Vision statements. > Knowledge and understanding of relevant legislation, industrial agreements, standards, codes, ethics and competency standards

Knowledge, Skills and Experience

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 leadership skills including highly developed skills in communication, problem solving, conflict resolution and negotiation skills.
- > Demonstrated ability to work effectively within a multidisciplinary team.
- > Demonstrated ability to prioritise workload and meet set timelines.
- > Demonstrated ability to foster a workplace environment that develops staff potential.
- > Proven ability for flexibility, innovation and creativity within the whole of service setting.
- > Demonstrated ability in the leadership and facilitation of change management.
- > Demonstrated ability in leading and promoting consumer engagement initiatives

Experience

- > Registered Nurse with at least 3 years post registration experience.
- > Demonstrated competence in the area of vascular access, PICC and midline insertions and associated problem solving strategies
- > Experience in the supervision of students, enrolled nurses and less experienced registered nurses and trainee medical staff

Knowledge

- > Knowledge and understanding of relevant legislation, industrial agreements, standards, codes, ethics and competency standards
- > Knowledge of Australian National Safety and Quality and Safety Health Service Standards
- > Knowledge of contemporary professional nursing and health care issues.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- > Where applicable, qualifications relevant to practice setting.
- > Tertiary qualifications in nursing or human services related discipline (Graduate Diploma or Master level)

Personal Abilities/Aptitudes/Skills:

- > Skills in using computers and software relevant to the area of practice.
- > Ability to analyse complex clinical data.
- > Ability to undertake presentations to community and professional groups.

Experience

- > Experience with quality improvement methodologies for clinical activities
- > Experience in evaluating the results of nursing and or Midwifery research and integrating, where relevant, the results into nursing and or midwifery practice.
- > Experience in clinical management and leadership roles.

Knowledge

- > Knowledge of the South Australian Public Health System.

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

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.

SA Medical Imaging:

SAMI was formed in 2012 following a directive of the South Australian Government to consolidate medical imaging services across the state into a statewide service. The consolidation resulted in the establishment of SAMI as a single statewide service operating across multiple sites.

South Australian Medical Imaging (SAMI) provides specialist, integrated multi-discipline, medical imaging to public inpatients, outpatients, private and emergency department presentations within metropolitan and country South Australia

Values

Central Adelaide Local Health Network Values

Our shared values confirm our common mission by promoting an organisational climate where the patient's needs are put first and where the teamwork and professionalism of our workforce help us to attract and retain the best staff. These values guide our decisions and actions.

Patient Centred:	Our patients are the reason we are here and we will provide the best service to our patients and customers
Team Work:	We value each other and work as a team to provide the best care for our patients
Respect:	We respect each other, our patients and their families by recognising different backgrounds and choices, and acknowledging that they have the right to our services
Professionalism:	We recognise that staff come from varied professional and work backgrounds and that our desire to care for patients unites our professional approach to practice

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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: