



ROLE DESCRIPTION

Role Title:	Clinical Nurse
Classification Code:	Registered Nurse/Midwife Level 2 – RN2
LHN/ HN/ SAAS/ DHW:	SALHN
Hospital/ Service/ Cluster	DASSA
Division:	Outpatient Services Division
Department/Section / Unit/ Ward:	
Role reports to:	Regional Manager
Role Created/ Reviewed Date:	
Criminal History Clearance Requirements:	<input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Working with Children's Check (WWCC) (DHS) <input type="checkbox"/> Vulnerable (NPC) <input checked="" type="checkbox"/> General Probity (NPC)
Immunisation Risk Category Requirements:	<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 provides comprehensive nursing care, covering assessment, information, treatment and referral of people with alcohol and other drug related problems, assistance to their family and significant others. The Clinical Nurse is accountable for his/her own practice standards, activities delegated to others and the guidance and development of less experienced staff.

Provide nursing and/or midwifery services in a variety of health service settings which has been consolidated by experience and/or further study with staff at this level developing from competent to proficient practitioners.

Accepts accountability for their own practice standards, activities delegated to others and the guidance and development of less experienced staff.

The Clinical Nurse role at this level continues to be predominantly clinical in nature; however, employees are assigned appropriate portfolios. The allocation of portfolio responsibilities should be negotiated with each employee and be consistent with the career development plan for the employee as determined by their performance review/development plan.

Direct Reports:

The Clinical Nurse:

- > Reports to the Director, Outpatient Services Division through the Regional Manager and the Director of Nursing for professional standards. Is required to work in close collaboration with other DASSA units and staff, particularly peers working within the service

Key Relationships/ Interactions:

Internal

The Clinical Nurse:

- > Maintains a close working relationship with the Regional Manager
- > Maintains cooperative and productive working relationships within all members of the team.
- > Supports and works collaboratively with less experienced members of the nursing team.
- > Works with minimal supervision and is responsible for the management of own work practice on a day to day basis.
- > Develops professional support within DASSA in negotiation with the Manager.
- > Maintains cooperative and productive working relationships with all members of the health care team
- > Supports and works collaboratively with less experienced members of the nursing team.

External

- > Collaborates with staff of relevant external services to foster collaborative services delivery with DASSA.
- > Maintains relationships with non-government organisations or other government organisations to meet the needs of the client group.

Challenges associated with Role:

Major challenges currently associated with the role include:

- > Providing clinical nursing care to clients with high severity alcohol and drug related problems and concurrent comorbid medical and mental health issues
- > Timely completion of work within an environment of competing priorities
- > Must be willing to work in other clinical areas of DASSA Outpatient Services
- > Keeping up to date with, implementing and monitoring evidence-based practice and quality management initiatives consistent with organisational policies
- > Dealing appropriately and relevantly with people with problems relating to AOD use 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.

Delegations:

- > Nil

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 and Young People (Safety) Act 2017* (SA) '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/SALHN/DASSA 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.

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.
- > **Appointment is subject to immunisation risk category requirements (see page 1). There may be ongoing immunisation requirements that must be met.**
- > It is mandatory that no person, whether or not already working in SA Health, may be appointed to a position in SA Health unless they have the satisfactory Criminal and Relevant History Screening, as required by the *SA Health Criminal and Relevant History Screening Policy Directive*.
- > For 'Prescribed Positions' under the *Child Safety (Prohibited Persons) Act (2016)*, the individual's WWCC must be renewed every 5 years from the date of issue; and for "Approved Aged Care Provider Positions" every 3 years from the date of issue as required by the *Accountability Principles 2014* issued pursuant to the Aged care Act 1997 (Cth).
- > For appointment in a *Prescribed Position* under the *Child Safety (Prohibited Persons Act (2016)*, a current Working with Children Check (WWCC) is required from the Department for Human Services Screening Unit. For other positions, a satisfactory National Police Certificate (NPC) assessment is required.
- > Depending on work requirements the incumbent may be transferred to other locations across DASSA and 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.
- > Available to participate in evening and weekend clinics 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.

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Direct/indirect patient/client care	<ul style="list-style-type: none"> > Providing proficient person-centred clinical nursing care and/or individual case management to patients/clients in the service area. > Assessing client needs, planning, implementing and coordinating appropriate service delivery options and communicate changes in condition and care. > Required to, within pre-determined guidelines, and in a multi-disciplinary community-based team setting, assess clients, select and implement different therapeutic interventions, and/or support programs and evaluate progress. > Providing health education, counselling and rehabilitation programs to improve the health outcomes of individual clients or groups; > Overseeing, planning and coordinating provision of nursing care and service provision including those of other disciplines or agencies as required to meet individual and/or group health care needs; > Monitoring client care plans and participate in clinical auditing and/or evaluative research to ensure appropriate patient care outcomes are achieved on a daily and needs basis; > Demonstrating and promoting a risk minimisation approach to practice and support implementation and maintenance of systems to protect patients and staff; > Integrating advanced theoretical knowledge, evidence from a range of sources and own experience to devise and achieve agreed patient care outcomes; > Working within and promoting a nursing model of client centred care model of partnership and support for self-determination in care processes. > Working within the DASSA Consultation and Liaison Service (CLS) within acute settings as required.
Support of health service systems	<ul style="list-style-type: none"> > Assists and supports the Nurse Manager or equivalent in management, clinical and education activities > Plan, oversee and coordinate services within the team including those from other disciplines; > Act to resolve local and/or immediate nursing care or service delivery problems > Support change management processes. > Works with other DASSA areas in collaborative Quality Improvement activities. > 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. > Contributing to communication processes that effectively deal with challenging behaviours and the resolution of conflicts.
Education	<ul style="list-style-type: none"> > Managing own professional development activities and portfolio, supporting the development of others and contributing to learning in the work area. > Ensuring that needs for professional development support and clinical

	<p>supervision are met by informing relevant personnel of supervision, consultation, education and training needs.</p> <ul style="list-style-type: none"> > Participate in clinical teaching, overseeing learning experience, and goal setting for students, new staff and staff with less experience; > Assist the Nurse Manager to maintain a learning culture by being a resource person, encouraging reflection and professional development, and assisting others to maintain portfolios/records of learning. > Required to participate in and/or provide clinical teaching and/or research. > Be required to undertake a specific activity and/or portfolio to support the practice area. > Be required, within pre-determined guidelines, and in a multidisciplinary health care setting, to assess clients, select and implement different therapeutic interventions and/or support programs and evaluate client progress. > Be required to provide timely appropriate documentation of program planning and evaluation and statistical data. >
Research	<ul style="list-style-type: none"> > Participate in clinical auditing, clinical trials and/or evaluative research. > Integrate advanced theoretical knowledge, evidence from a range of sources and own experience to devise and achieve agreed client care outcomes; > Assist the Nurse Manager or equivalent to maintain and record monitoring and evaluative research activities in the service.
Professional leadership	<ul style="list-style-type: none"> > Working within the service leadership team to attain consistency of best practice standards and local service outcomes. > Participating in clinical supervision, overseeing learning experiences, and goal setting for students on placement, new staff and staff with less experience. > Promote continuity and consistency of care in collaboration with the nurse manager or equivalent of the ward/unit/service. > Provide shift by shift leadership in the provision of nursing care within the team and facilitate client flow. > Act as a resource person within an area based on knowledge, experience and skills. > Required to undertake specific activity and/or portfolio responsibility.

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 written and verbal communication (including IT literacy - computer skills, word processing and email), problem solving, conflict resolution and negotiation skills.
- > Self-directed and demonstrated ability to work under varying workload demands, maintain accurate records, assess and analyse problems, formulate suitable solutions, set and achieve objectives manage time effectively, prioritise workload and meet deadlines, whilst working under minimal supervision.
- > Being creative, innovative and flexible to meet the changing needs of client groups and in approaching issues within the community setting.
- > Ability to work effectively within a multidisciplinary team.

Experience

- > Registered Nurse/Midwife with at least 3 years, full time equivalent, post registration experience.
- > Experience in the leadership and direction of student nurses, enrolled nurses and less experienced registered nurses.
- > Demonstrated competence in counselling clients at risk and working with clients and communities experiencing alcohol and other drugs, diverse and complex problems including homelessness and family violence.
- > Demonstrated competence in a range of activities related to the key responsibilities of the community nursing role including education and training, consultation-liaison, health promotion, psychosocial assessment, case management, counselling, client advocacy, and managing challenging behaviours, and community development.

Knowledge

Demonstrated Knowledge and understanding of:

- > Alcohol and drugs as they relate to physical problems, mental health issues and complex patient issues and the management thereof.
- > Relevant legislation, industrial agreements, standards, codes, ethics and competency standards.
- > Quality Improvement Systems as applied to a healthcare setting and contemporary nursing/midwifery and health care issues.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- > Post Registration qualification in Mental Health Nursing
- > Post graduate qualifications in addictions, substance use disorders or related areas, or the willingness to undertake further study in these areas.

Experience

- > Experience with quality improvement activities and in evaluating the results of nursing research and where relevant integrating the results into nursing practice.
- > Previous nursing experience in an acute medical & surgical hospital setting.

Knowledge

- > Drug and alcohol issues, counselling techniques and intervention models, harm minimisation principles and capacity building.
- > Knowledge of the South Australian Public Health System, primary health care and public health principles and strategies.

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 the 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., Barossa Hills Fleurieu Local Health Network Inc., Eyre and far North Local Health Network Inc., Flinders and Upper North Local Health Network Inc., Limestone Coast Local Health Network Inc., Riverland Mallee Coorong Local Health Network Inc., Yorke and Northern 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.

Health Network/ Division/ Department: DASSA

Drug and Alcohol Services SA (DASSA) is a health centre incorporated under the SAHC Act 1976 which provides a diverse range of facilities and services state-wide for persons experiencing physical, psychological and social problems arising from the abuse and misuse of alcohol and other drugs. These services aim to prevent and minimise the harm related to alcohol and other drug use, to reduce the incidence of people experiencing adverse consequences of alcohol and other drug use, to minimise the level of harm, to improve accessibility to acceptable and timely services, and to ensure that services incorporate the best process for the best outcome in the most cost effective manner. DASSA undertakes this role through the provision of:

- assessment and treatment services
- education and training
- health promotion
- community development
- research and development
- information and support to Ministers and other Government officials, other health agencies and organisations, both within and without the public arena.

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: