



## POSITION DESCRIPTION

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<b>Position Title:</b>	Registered Nurse
<b>Department:</b>	Nursing Services
<b>Location:</b>	War Memorial Hospital
<b>Uniting Purpose:</b>	To inspire people, enliven communities & confront injustice
<b>Uniting Values:</b>	Imaginative, respectful, compassionate, bold

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<b>Classification:</b>	Registered Nurse years 2 – 8+
<b>Vaccination risk category:</b>	A
<b>Award:</b>	War Memorial Hospital (Waverley) Nurses Agreement 2011
<b>Employment status:</b>	Permanent Full Time
<b>Hours:</b>	24/7 Rotating Roster

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<b>Position reports to:</b>	Nursing Unit Manager
<b>Position Supervises:</b>	EEN & AIN
<b>Key relationships:</b>	Nursing services team members, Allied Health team members

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### POSITION PURPOSE

The Registered Nurse is responsible for the promotion of the health and welfare of the Geriatric Rehabilitation patient, through the delivery of Nursing Care of the highest quality, delivered equitably and continuously reviewed, in accordance with the NSW Ministry of Health, SESLHD and Uniting philosophies.

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### POSITION OBJECTIVES

- All Patients receive timely and appropriate nursing care in an empathetic and caring manner whilst at War Memorial Hospital
- Nursing care provided meets the identified outcomes within scope of competence
- Patients and their families are informed of their rights and these are protected in relation to health care

**War Memorial Hospital**  
ABN 78722 539 923  
125 Birrell Street  
Waverley NSW 2024  
T 02 9369 0100  
F 02 9387 7018

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## KEY RESPONSIBILITIES

### Financial management & awareness:

- Understands and contributes to the efficient use of hospital resources
- Contributes to cost efficiency in collaboration with ward management
- Awareness of Activity Based Funding
- Understanding and use of Functional Independent Measure (FIM) assessment in practice

### Operational processes:

- Carries out a comprehensive and accurate nursing assessment of individuals and groups in a variety of settings
- Formulates a plan of care in collaboration with individuals and groups
- Implements planned nursing care to achieve identified outcomes within scope of competence
- Evaluates patient progress toward expected outcomes and reviews / revises plans in collaboration with MDT
- Maintain awareness of and fulfil responsibilities, authorities and accountabilities as defined by the organisation's health, safety and wellbeing management system
- Participate and comply with all quality management systems and processes

### Client management & engagement (internal & external stakeholders):

- Establishes, maintains and concludes caring therapeutic and effective interpersonal relationships with individuals or groups
- Identifies expected outcomes including a time frame for achievement in collaboration with individuals and groups. Effectively communicates these timeframes to Nurse Unit Manager and patients.
- Protects the rights of individuals and groups in relation to health care
- Maintain a high standard of conduct and work performance to promote WMH reputation with key internal and external stakeholders

### People management & teamwork:

- Collaborates with other Members of the health care team
- Effectively delegates activities to Assistants in Nursing and Enrolled Nurses commensurate with their abilities and scope of practice.
- Proactively consults with other health care professionals when individual/group falls outside the scope of own nursing practice
- Acts to enhance the professional development of self and others
- Actively engage and participate in the company's performance management framework and review processes
- Act in a manner which upholds and positively models the organisation's Code of Ethical Behaviour.
- Model the values of the Uniting Church of respecting and valuing the inherent dignity and uniqueness of each person, celebrating diversity, passionately pursuing social justice and inclusion
- Take care for the safety of yourself and others at all times and undertake work in a safe manner in accordance with policies, procedures and instructions (written or verbal)

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## KEY PERFORMANCE INDICATORS

### Financial management & awareness:

- Demonstrates efficient use of resources in daily practices
- Uses thoughtful cost efficient measures whilst maintaining quality patient care
- Understands and uses local ward processes regarding FIM score and classification

#### **Operational processes:**

- Uses a structured approach in the process of assessment. Collects data regarding the health and functional status of individuals and groups.
- Accurately identifies expected outcomes including a time frame for achievement in collaboration with individuals and groups
- Establishes priorities for resolution of identified health needs in consultation with the individual/group

#### **Client management & engagement (internal & external stakeholders):**

- Acknowledge the rights of individuals/groups in the health care setting and acts to ensure that these rights are not compromised
- Involves the individual/group as an active participant in the process of care as well as respecting the values, customs, spiritual beliefs, and practices of individuals and groups
- Provides relevant and current health care information to individuals and groups in a form which facilitates their understanding

#### **People management & teamwork:**

- Uses professional standards of practice to assess the performance of self
- Uses WMH Rehabilitation Nursing Competencies to guide practice
- Contributes to the learning experiences and professional development of others
- Educates individuals or groups to maintain and promote health
- Participate in the formal annual performance review process

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#### **Work Health Safety and Welfare Requirements:**

All staff are required to assist in creating and maintaining a safe and healthy work environment by working in a safe and healthy manner, adhering to instructions and using the equipment provided in accordance with safe operating procedures. Where appropriate, staff will initiate and participate in worksite inspections, accident reporting and investigations, develop safe work procedures and provide appropriate information, instruction, training and supervision.

- Incident rates monitored related to policy and procedure requirements or breaches
- Evidence of training in relation to clinical service provision and policies and procedures
- 100% compliance with mandatory training requirements
- Incident and complaint response and turnaround times are within requirements
- Escalation of issues identified in relation to resources and unit performance
- Evidence that complaint causes are used to remodel service delivery
- Evidence of Quality Improvement outcomes
- Risk assessments are undertaken and documented
- Reporting of incidents related to WHS, infection control and sterilisation issues
- Monitoring of locally agreed Key Performance indicators

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### **PROFESSIONAL SKILLS AND KNOWLEDGE**

#### **Skills & Experience:**

- Effective verbal and written communication skills

- Good interpersonal and time management skills with an ability to work within a multidisciplinary team
- Commitment to personal and professional development
- Demonstrated ability to deliver high quality patient care to the older patient using critical thinking
- Demonstrated understanding of Aged Care Rehabilitation
- High level of commitment to patient safety and quality improvement
- Minimum of 2 year experience working as a Registered Nurse in a hospital setting

**Qualifications:**

- Current Registration with the Australian Health Practitioner Regulation Agency (AHPRA) as a Registered Nurse

<b>Employee</b>		<b>Managers Name:</b>	Jodie Wason
<b>Name:</b>		<b>Title</b>	Nurse Unit Manager
<b>Date:</b>		<b>Date:</b>	
<b>Signature:</b>		<b>Signature:</b>	

# JOB DEMANDS CHECKLIST

Job Title: Registered Nurse  
 Department: Nursing - Morgan Ward  
 Assessor: Jodie Wason  
 Date of Assessment review: Sep 2022

Service/Unit: War Memorial Hospital  
 Manager/Supervisor: Nursing Unit Manager  
 Date of Assessment: Sep 2021

## Definitions:

★ Denotes a critical requirement of the job

## Frequency

I	Infrequent – intermittent activity exists for a short time on a very infrequent basis	C	Constant – activity exists for more than 2/3 of the time when performing the job
O	Occasional - activity exists up to 1/3 of the time when performing the job	R	Repetitive – activity involves repetitive movements
F	Frequent – activity exists between 1/3 and 2/3 of the time when performing the job	N/A	Not applicable – activity is not required to perform the job

CRITICAL ★	PHYSICAL DEMANDS - DESCRIPTION (comment)	FREQUENCY					
		I	O	F	C	R	N/A
	<b>Sitting</b> Remaining in a seated position to perform tasks	X					
	<b>Standing</b> Remaining standing without moving about to perform tasks		X				
	<b>Walking</b> Floor type: even/uneven/slippery, indoors/outdoors, slopes	X					
	<b>Running</b> Floor type: even/uneven/slippery, indoors/outdoors, slopes						X
	<b>Bend/ Lean Forward from Waist</b> Forward bending from the waist to perform tasks		X				
	<b>Trunk Twisting</b> Turning from the waist while sitting or standing to perform tasks	X					
	<b>Kneeling</b> Remaining in a kneeling posture to perform tasks						X
	<b>Squatting/ Crouching</b> Adopting a squatting or crouching posture to perform tasks	X					
	<b>Crawling</b> Moving by crawling on knees & hands to perform tasks						X
	<b>Leg/ Foot Movement</b> Use of leg and or foot to operate machinery	X					
	<b>Climbing (stairs/ladders)</b> Ascend/ descend stairs, ladders, steps, scaffolding			X			
	<b>Lifting/ Carrying</b>		X				
		X					
							X
	<b>Reaching</b> Arms fully extended forward or raised above shoulder	X					
	<b>Pushing/ Pulling/ Restraining</b> Using force to hold/restrain or move objects toward or away from body		X				
	<b>Head/ Neck Postures</b> Holding head in a position other than neutral (facing forward)	X					
	<b>Hand &amp; Arm Movements</b> Repetitive movements of hands & arms	X					
	<b>Grasping/ Fine Manipulation</b> Gripping, holding, clasping with fingers or hands		X				
	<b>Work at Heights</b> Using ladders, footstools, scaffolding, or other objects to perform work						X
	<b>Driving</b> Operating any motor powered vehicle						X
CRITICAL ★	SENSORY DEMANDS - DESCRIPTION (comment)	FREQUENCY					
		I	O	F	C	R	N/A
	<b>Sight</b> Use of sight is an integral part of work performance e.g. viewing of X-rays, computer screen		X				
	<b>Hearing</b> Use of hearing is an integral part of work performance e.g. telephone enquiries			X			
	<b>Smell</b> Use of smell is an integral part of work performance e.g. working with chemicals	X					
	<b>Taste</b> Use of taste is an integral part of work performance e.g. food preparation						X
	<b>Touch</b> Use of touch is an integral part of work performance			X			

CRITICAL *	PSYCHOSOCIAL DEMANDS – DESCRIPTION (comment) Assisting ↓	FREQUENCY					
		I	O	F	C	R	N/A
	<b>Distressed people</b> e.g. emergency or grief situations		X				
	<b>Aggressive &amp; uncooperative people</b> e.g. drug/alcohol, dementia, mental illness		X				
	<b>Unpredictable people</b> e.g. dementia, mental illness and head injuries		X				
	<b>Restraining</b> Involvement in physical containment of patients/clients	X					
	<b>Exposure to distressing situations</b> e.g. child abuse, viewing dead/mutilated bodies						X
CRITICAL *	ENVIRONMENTAL HAZARDS – DESCRIPTION (comment)	FREQUENCY					
		I	O	F	C	R	N/A
	<b>Dust</b> Exposure to atmospheric dust						X
	<b>Gases</b> Working with explosive or flammable gases requiring precautionary measures	X					
	<b>Fumes</b> Exposure to noxious or toxic fumes						X
	<b>Liquids</b> Working with corrosive, toxic or poisonous liquids or chemicals requiring PPE	X					
	<b>Hazardous substances</b> e.g. dry chemicals, glues						X
	<b>Noise</b> Environmental/background noise necessitates people to raise their voice to be heard						X
	<b>Inadequate lighting</b> Risk of trips, falls or eyestrain						X
	<b>Sunlight</b> Risk of sunburn exists from spending more than 10 minutes per work day in sunlight						X
	<b>Extreme temperatures</b> Environmental temperatures are < 15°C or > 35°C						X
	<b>Confined spaces</b> Areas where only one egress (escape route) exists						X
	<b>Slippery or uneven surfaces</b> Greasy or wet floor surfaces, ramps, uneven ground	X					
	<b>Inadequate housekeeping</b> Obstructions to walkways and work areas cause trips & falls	X					
	<b>Working at heights</b> Ladders/stepladders/ scaffolding are required to perform tasks						X
	<b>Biological hazards</b> e.g. exposure to body fluids, bacteria, infectious diseases			X			

**Additional Position Requirements/Demands Summary:** From the checklist, outline the main requirements or demands of the job. This information will then be transferred to the Position Description. Anything that is frequent and above or identified as critical to the job should be included in the position description.

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**Signature of Manager:** ..... **Date:** ...../...../20.....

☐ I am able to fulfil the above requirements without modification.

☐ I am unable to fulfil the above job requirements and need the following modifications:

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**Signature of Employee:** ..... **Date:** ...../...../20.....