

DEPARTMENT OF HEALTH

Statement of Duties

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| Position Title: | Clinical Nurse Consultant - Cancer Care |
| Position Number: | 522580, 526569 |
| Classification: | Registered Nurse Grade 6 |
| Award/Agreement: | Nurses and Midwives (Tasmanian State Service) Award |
| Group/Section: | Hospitals North – Northern Cancer Service |
| Position Type: | Full Time |
| Location: | North West |
| Reports to: | Nurse Unit Manager - North West Cancer Centre |
| Effective Date: | February 2016 |
| Check Type: | Annulled |
| Check Frequency: | Pre-employment |
| Essential Requirements: | <p>Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse or Midwife</p> <p><i>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 of any new criminal convictions and/or if a registration/licence is revoked, cancelled or has its conditions altered.</i></p> |
| Desirable Requirements: | <p>Relevant post graduate qualifications in cancer care coordination/nursing</p> <p>Current Driver's Licence</p> |

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:

The Clinical Nurse Consultant - Cancer Care (CNC) provides clinical leadership and direction to improve the quality and continuity of care and support provided to clients diagnosed with cancer across the continuum of care.

The CNC provides a pivotal contact point for continuity of care for people diagnosed with cancer. The position provides authoritative clinical expert advice and supports and coordinates the patient's care from diagnosis through treatment and surgery and discharge from hospital back to the community and is an integral part of the interdisciplinary team throughout the patient's journey.

The CNC adapts practice providing advice, appropriate clinical interventions and consumer advocacy according to the specific and changing needs of individuals, taking into account their multiple health concerns and preferences for care. The CNC facilitates continuity of care between different phases of the cancer journey, care settings, care plans and providers.

Work through Lead Clinicians and Director Northern Cancer Service to:

- Provide a significant degree of autonomy and independent decision making to develop the service.
- Provides authoritative advice at oncology team meetings to support patient care specific to cancer care.
- Develop pathways protocols and guidelines in relation to cancer care consistent with the national framework.

Duties:

1. Plan, coordinate and provide advanced cancer care management following medical referral across the continuum of care to clients with cancer, from the point of diagnosis, through treatment, rehabilitation, follow up and palliative care, where appropriate, in accordance with recognised clinical practice guidelines.
2. Provide clinical leadership in nursing and to other specialist professionals to ensure the effective functioning of a mutually supportive health care team for the patient journey.
3. Provide authoritative expertise in cancer care coordination and identify improvements in care coordination and service accessibility.
4. Communicate effectively with other members of the health care team to facilitate efficient, timely and comprehensive assessment utilising an agreed screening tool including identification of current and potential emotional, psychological, physical and practical needs of clients with cancer and their families and/or carers, as well as collaboration with other CNC nurses where appropriate.
5. In collaboration with the Nurse Unit Manager – Cancer Services (NUM), the Director Northern Cancer Service, other nursing staff, medical and allied health professionals, develop, implement and evaluate quality improvement policy and practice activities and provide authoritative advice and recommendations in relation to the effectiveness of nursing service activities and health outcomes.
6. Provide a direct source of contact for patients and primary care physicians accessing cancer services, establishing effective and professional relationships with clients, medical practitioners and other members of the inter-professional health team and stakeholders to optimise outcomes for patients/clients and their families across health sectors.

7. Conduct and participate in quality improvement and clinical research activities and initiate strategies for change in nursing practice specific to cancer care, fostering a climate of critical thinking, research and quality improvement to continually develop and implement best practice
8. Utilise, develop and implement clinical guidelines based on best practice principles, within a collaborative and inter-professional framework and in accordance with national standards, Agency directions, policies, legal requirements and professional competencies.
9. Support the NUM by contributing to policy review and strategy development to meet current and future service priorities and quality improvement safety programs.
10. 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.
11. 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:

The CNC practices within the Australian Nursing and Midwifery Council (ANMC) Professional Code of Conduct, Code of Ethics and competencies for Registered Nurses.

The CNC works in collaboration with other CNC nurses where required.

In accordance with Agency policy and legal requirements, the CNC practices autonomously with operational responsibility to the Director Holman Clinic. The CNC is responsible to the NUM for the delivery of contemporary evidence-based specialist cancer care nursing practices, demonstrating, advanced and extended practice skills in the assessment, diagnosis, planning, implementation and evaluation of the care of clients. The CNC will:

- Provide expert clinical advice and clinical leadership regarding cancer care to acute and community-based patients, family members, carers and staff within a multidisciplinary team;
- Develop and maintain effective relationships with internal and external service providers to achieve positive health care outcomes for acute and community-based patients/clients and their families/carers;
- Develop and deliver educational programs which promote cancer care standards and principles to support the professional development of staff and improve health care services delivery; and
- Lead the development, implementation and evaluation of quality practices, policy and procedure development and research activities in order to improve the body of nursing and cancer care knowledge.
- 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:

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:
 - a. crimes of violence
 - b. sex related offences
 - c. serious drug offences
 - d. crimes involving dishonesty
2. Identification check
3. Disciplinary action in previous employment check.

Selection Criteria:

1. Extensive experience as a registered nurse with demonstrated advanced competence in contemporary cancer care nursing, coordination and management with awareness and understanding that ensures optimal patient care/outcomes across the health continuum.
2. Demonstrated high level interpersonal communication, both written and verbal, mediation and conflict resolution skills and a proven ability to educate, influence and be credible to a range of health professionals and consumers.
3. Well developed and strong leadership skills with the ability to collaborate within an inter- disciplinary team and to consult, refer, liaise and negotiate on complex professional, clinical service and health systems issues.
4. Demonstrated high level problem solving, conceptual and analytical skills with the ability to make independent and collaborative judgments.
5. Demonstrated capacity to undertake research in, develop and apply quality improvement principles and strategies in cancer care coordination.
6. Demonstrated experience in the development of policies, protocols and procedures in consultation with the relevant key stakeholders.

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](#).