



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

WA Country Health Service		Position No:	400187
Division:	West Pilbara	Title:	Clinical Nurse
Branch:	Nickol Bay Hospital	Classification:	RNM Level 2
Section:	Nursing Services	Award/Agreement	Nurses and Midwives Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible
To

Title:	Regional Director of Nursing & Midwifery
Classification:	RNM SRN Level 10
Position No:	613225

OTHER POSITIONS REPORTING DIRECTLY TO
THIS POSITION:

Title

Development Officer - Infection Control

Responsible
To

Title:	Clinical Nurse Specialist – Infection Control
Classification:	RNM SRN Level 3
Position No:	613758



This
position

Title:	Clinical Nurse
Classification:	RNM Level 2
Position No:	400187



Positions under direct supervision:	← Other positions under control:
Position No. Title	Category Number

Section 3 – KEY RESPONSIBILITIES

Responsible for the coordination of a management system that ensures the prevention and control of infection as part of the overall risk management strategy with the Health Service and an integral part of the management of antibiotic resistance.

WA Country Health
Service- Pilbara

1st November 2016

REGISTERED

Effective date of document
November 2016

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		CLASSIFICATION	RNM Level 2



The WA Country Health Service (WACHS) is the largest country health system in Australia and one of the biggest in the world, providing health services to approximately half a million people, including 45,000 Aboriginal people, over a vast two and a half million square kilometres area.

WA Country Health Service hospitals handle as many births as the State's major maternity hospital – and as many emergency presentations as Perth metropolitan hospitals combined. The range of health services provided cover population health, mental health, Aboriginal health and aged care.

Our dedicated and committed staff work hard to fulfil our purpose *Working together for a healthier country WA*, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

OUR PURPOSE

To improve, promote and protect the health of country Western Australians.

WHAT WE STAND FOR

Quality health services for all.

Improving the health of Aboriginal people and those most in need.

A fair share for country health.

Supporting our team – workforce excellence and stability.

OUR VALUES

Community – making a difference through teamwork, generosity and country hospitality.

Compassion – listening and caring with empathy and dignity.

Quality – creating a quality health care experience for every consumer.

Integrity – accountability, honesty and professional, ethical conduct in all that we do.

Justice – valuing diversity with a fair share for all.

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Section 4 – STATEMENT OF DUTIES

Duty No.	Details	Freq.	%
1.0	CLINICAL		100
1.1	Practices according to the ANMC competency standards for nurses and midwives and the code of professional conduct for nurses and midwives.		
1.2	Coordinates/facilitates infection control programs for the West Pilbara Health Service.		
1.3	Provides clinical leadership, expertise and consultancy to nursing, medical and allied health care professional providers in the areas of infection control prevention and management.		
1.4	In collaboration with the health care team, plans and develops a problem solving approach to patient care relating to infection prevention and management		
1.5	Acts as a clinical resource and gives advice on clinical practice and clinical governance in infection prevention and management		
1.6	Supports pre-employment health assessment processes		
1.7	Participates in the delivery of the staff immunisation program		
1.8	Coordinates quality improvement projects within the acute care setting ensuring outcome based customer focused service delivery		
1.9	Provides positive relations with clients, peers, medical staff, allied health colleagues and members of the general public		
1.10	Ensures infection prevention and management services are provided in a manner which are culturally appropriate to people of aboriginal and other culturally diverse backgrounds.		
2.0	LEADERSHIP AND MANAGEMENT		
2.1	Coordinate an appropriately constituted, functioning multidisciplinary Infection Control forum that ensures written policies, procedures and guidelines for prevention and control of infection are implemented.		
2.2	Provides advice and support on the implementation of policies and monitors the progress of the Pilbara infection prevention program.		
2.3	Responsible for the efficient utilisation of human, financial and material resources for the program.		
2.4	Ensures surveillance data is collated and entered to meet national, state, and WACHS reporting requirements.		
2.5	A comprehensive infection control report is produced on an annual basis and presented to the Governing Committee.		
2.6	Establish and maintain an effective and appropriate surveillance program, using defined methods in accordance with agreed objectives and priorities, which have been specified in the annual infection control program.		
2.7	Undertakes event analysis and improvement plan for infection control related clinical incidents.		
2.8	Promotes the philosophies and goals of the nursing division and the organisation		
2.9	Promotes effective leadership within the health care team		
3.0	CONTINUING QUALITY IMPROVEMENT		
3.1	Undertakes performance development and meets the continuing professional development requirements and essential training requirements		
3.2	In full consultation with relevant key stakeholders contribute to the organisational wide annual infection control program with clearly defined objectives and audits of Infection Control policies and procedures.		
3.3	Responsible in conjunction from relevant managers and CNS- Infection Control for identifying the educational needs of the facility and individuals and arrange and /or deliver education /training as necessary.		
3.4	Promotes positive public relations with patients, peers, medical staff and members of the general public.		
	OTHER		
	Other duties as directed.		

The occupant of this position will be expected to comply with and demonstrate a positive commitment to the highest achievement level in Equal Employment Opportunity, Occupational Safety & Health, Public Sector Standards, Code of Conduct, Code of Ethics, Quality Improvement, Performance Management, Customer Focus, Disability Services Act and Confidentiality throughout the course of their duties.

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Section 5 – SELECTION CRITERIA

ESSENTIAL

1. Eligible for registration in the category of Registered Nurse by the Nursing and Midwifery Board of Australia
2. Demonstrated clinical practice in infection prevention and management
3. Demonstrated experience in planning, implementing and evaluating patient safety programs including risk management.
4. Demonstrated experience in clinical leadership in clinical practice change, including using effective communication and interpersonal skills
5. Demonstrated skills in computer/IT systems.
6. Demonstrated commitment to Quality Improvement and Risk management issues.
7. Strong problem solving skills.
8. Knowledge of Equal Opportunity Act, Occupational Health & Safety Act, Disability Act and legislation that impacts on nursing practice.
9. Current C Class drivers licence and ability and willingness to travel within the Region including overnight stays away from home.

DESIRABLE

1. Possession of or demonstrated commitment to work towards a relevant tertiary qualification e.g. Certificate in Infection Control.
2. Possession of Mantoux Certificate and Immunisation Certificate.
3. Demonstrated skills in the provision of education relating to Infection Control.

Section 6 – APPOINTMENT FACTORS

Location	Karratha	Accommodation	As determined by the WA Country Health Service Policy
Allowances/ Appointment Conditions	District Allowance if applicable, Annual Travel Concession if applicable, One week additional Leave for above the 26 th parallel, Air conditioning subsidy if applicable. Appointment is subject to: <ul style="list-style-type: none"> • Evidence of current registration by the Nursing and Midwifery Board of Australia must be provided prior to commencement • Completion of a 100 point identification check • Successful Working with Children check • Successful Pre- Placement Health Screening clearance • Current C Class driver's license 		
Specialised equipment operated	As relevant to clinical practice and location		

Section 7 – CERTIFICATION

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

**WA Country Health
Service- Pilbara**

1st November 2016

REGISTERED

Signature and Date:
Regional Director of Nursing and Midwifery

**WA Country Health
Service- Pilbara**

1st November 2016

REGISTERED

Signature and Date:
Regional Director

As occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name	Signature	Date Appointed	Date Signed

**WA Country Health
Service- Pilbara**

1st November 2016

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