



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

WA COUNTRY HEALTH SERVICE		Position No:	607507
Division:	Wheatbelt	Title:	Enrolled Nurse
Branch:	Merredin Hospital	Classification:	EN Level 1-4
Section:	Nursing	Award/Agreement	Enrolled Nurses, Assistants in Nursing and Health Workers Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title: Director of Nursing/Health Service Manager Classification: RNM SRN Level 7 Position No: 608198	↑
Responsible To	Title: Clinical Nurse Manager Classification: RNM SRN Level 3 Position No: 608206/607499	↑
This position	Title: Enrolled Nurse Classification: EN Level 1-4 Position No: 607507	↑

OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

Title 607788 Assistant in Nursing 607503 Registered Nurse 607709 Graduate Registered Nurse 607501 Clinical Nurse 607597 Staff Development Nurse 613489 Registered Nurse O2O 607759 Allied Health Assistant 607828 Residential Care Worker 607788 HACC Co-ordinator
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Positions under direct supervision:	← Other positions under control:				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">Position No.</td> <td style="width: 50%; border-bottom: 1px solid black;">Title</td> </tr> </table>	Position No.	Title	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;">Category</td> <td style="width: 30%; border-bottom: 1px solid black;">Number</td> </tr> </table>	Category	Number
Position No.	Title				
Category	Number				

Section 3 – KEY RESPONSIBILITIES

Provides nursing care for allocated patients within the scope of practice of an Enrolled Nurse.



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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	GENERAL	D	80
1.1	Delivers nursing care based on nursing legislation, standards and guidelines and adheres to hospital procedures and policies, and competency level, under the supervision indirect or direct, of a Registered Nurse.		
1.2	Maintains professional behaviour and presentation in carrying out of duties.		
1.3	Demonstrates the ability to utilise and understand the nursing process in collaboration with the Registered Nurse.		
1.4	Undertakes a patient case load as directed by the Registered Nurse.		
1.5	Demonstrates the ability to identify problems associated to patient's illness.		
1.6	Revises and modifies care plans and documents changes to patient's health status in nursing notes in collaboration with the Registered Nurse.		
1.7	Communicates verbally, and reports changes to patient health status to the registered nurse.		
1.8	Contributes to ensuring a safe and clean working environment.		
1.9	Identifies the action to be taken in the event of any emergency.		
1.10	Ensures the efficient and effective use of materials, and hospital resources.		
1.11	Takes responsibility for the continual updating of knowledge and ongoing education, including positively participating in training and development activities.		
1.12	Participate in the implementation of policies, procedures and standards in collaboration with the Registered Nurse.		
2.0	COMMUNICATION	D	10
2.1	Maintains confidentiality at all times.		
2.2	Completes nursing documents according to legal and professional requirements.		
2.3	Initiates and re-directs issues through the correct organisational channels.		
2.4	Demonstrates awareness and knowledge of multicultural and language issues related to the patient or group.		
2.5	Communicates effectively with patient, relatives and the health care team.		
3.0	TEAM PARTICIPATION	D	7
3.1	Positively participates in performance development and quality improvement programs.		
3.2	Promotes a team approach to nursing care.		
3.3	Attends in-service training programs (including core competencies).		
3.4	Attends nurse meetings when appropriate and maintains an awareness of relevant current nursing issues.		
4.0	OTHER	D	3
4.1	Other duties as directed by the Health Service Manager or Clinical Nurse Manager.		

The occupant of this position will be expected to comply with and demonstrate a positive commitment to the WACHS values and the highest achievement in demonstrating positive commitment to 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.

WA Country Health Service
- 5 FEB 2016
REGISTERED

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Section 5 – WORK RELATED REQUIREMENTS

ESSENTIAL

1. Eligible for registration in the category of Enrolled Nurse by the Nursing and Midwifery Board of Australia.
2. Demonstrated clinical competence within the relevant practice setting.
3. Demonstrated effective interpersonal skills at an individual and team level.
4. Demonstrates an ability to work within a team.
5. Uses a problem solving approach to nursing care
6. Knowledge of legislation that affects nursing practice.

DESIRABLE

1. Demonstrated knowledge of the Continuous Quality Improvement process.
2. Possession of or progression towards further qualification in area of expertise.
3. Demonstrates computer skills.
4. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

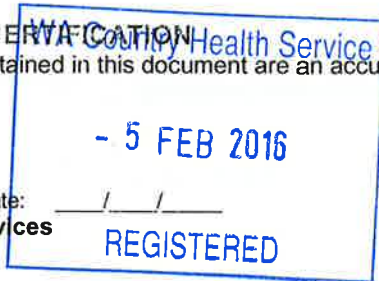
Section 6 – APPOINTMENT FACTORS

Location	Merredin	Accommodation	As per the WA Country Health Service Policy
Allowances/ Appointment Conditions	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 • Aged Care Criminal Record Screening • Working With Children Check • Successful Pre- Placement Health Screening clearance 		
Specialised equipment operated	Nil		

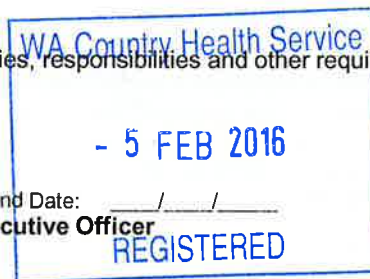
Section 7 – CERTIFICATION

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

Signature and Date: _____
Executive Services



Signature and Date: _____
Chief Executive Officer



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