



North Metropolitan Health Service
Job Description Form

HSS registered February 2017

Clinical Nurse Specialist

Nurses and Midwives Agreement: RNM SRN Level 3

Position Number: 002789

Surgical Division

Sir Charles Gairdner Hospital / North Metropolitan Health Service

Reporting Relationships

Nurse Co Director
RNM SRN Level 10
Position Number: 007327



Deputy Nurse Co Director
RNM SRN Level 9
Position Number: 007337



This Position



Directly reporting to this position:

Title	Classification	FTE
Clinical Nurse		12.08
Registered Nurse		25.36
Enrolled Nurse		2.82

Other positions under control:

Title	Classification	FTE
AIN		2
SDN		0.95

Prime Function / Key Responsibilities

Practises as a Senior Registered Nurse (SRN) in keeping with the Australian Nursing and Midwifery Board Registration Standards and Nursing Practice Decision Flowchart. Provides clinical leadership and management within the organisation, clinical division and area(s) of responsibility. Upholds and functions within the core values of the organisation and nursing values of Accountability, Compassion, Continuous Learning & Teamwork

Brief Summary of Duties

1. Leadership

- Provides leadership, sets and monitors clinical standards, leads policy development and change management.
- Develops policies and monitors compliance with relevant standards, legislation and regulatory requirements.
- Provides a public relations function for the area including investigation and management of ministerial, enquiries and patient complaints
- Manages the allocated/available budget for the areas of responsibility.
- Actively participates in the recruitment, selection and orientation of staff.
- Maintains excellence in interpersonal skills, leadership and motivating staff in times of change and conflict.
- Provides clinical leadership and consultancy to Nursing, Medical and Allied Health care professionals
- Directs advanced, complex patient care in area of expertise
- Upholds and role models excellence in interpersonal skills and communication
- Uses critical thinking and innovation for complex problem solving
- Allocates staff mix according to analysis of clinical needs and available resources.
- Leads and manages the multi-disciplinary team within the clinical unit and promotes team approach to decision making
- Provides clinical leadership to medical, nursing and allied health professionals in areas of specialty.

2. Empowerment

- Demonstrates professional accountability, provides advocacy, mentorship and role modelling and contributes to the advancement of the profession
- Implements and maintains performance management systems which support the ongoing development of staff.
- Promotes a team approach to decision-making.
- Develops implements and evaluates education and training programs.
- Inspire a culture of collaboration with staff and patient/carer engagement
- Represent the nursing profession within organisational change

3. Professional Practice

- Develops clinical standards and policies for the areas of specialty
- Initiates and implements best practice that improves the delivery of clinical practice within the ward/unit and Nursing service.
- Analyses clinical and management trends and formulates appropriate actions.
- Maintains and reviews the standard of clinical care and implements policy change in alignment with evidence based practice
- Develops and implements business plans and strategies for effective utilisation of human, financial and physical resources consistent with hospital / health service priorities
- Maintains own professional development to ensure currency of practice
- Performs duties in accordance with relevant Occupational Safety and Health, Equal Opportunity Legislation and WA Health Code of Conduct

4. Innovation

- Analyses research to determine clinical best practice.
- Initiates, implements and evaluates quality improvement and risk management activities
- Develops policies and monitors compliance with relevant standards, legislation and regulatory requirements
- Uses effective change management strategies to improve practice within the hospital/ health service

5. NMHS Governance, Safety and Quality Requirements

- Participates in the maintenance of a safe work environment
- Participates in an annual performance development review
- Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards
- Completes mandatory training (including safety and quality training) as relevant to role
- Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures. Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act

6. Undertakes other duties as directed

- Collaborative leadership with the ward/department.

Work Related Requirements

Essential Selection Criteria

1. Eligible for registration in the category of Registered Nurse by the Nursing and Midwifery Board of Australia.
2. Extensive clinical and professional experience and in the area(s) of responsibility.
3. Demonstrates advanced communication and interpersonal skills.
4. Demonstrated leadership consistent with organisational values and behaviour.
5. Extensive knowledge and application of human resource management principles.
6. Well-developed analytical and problem solving skills.
7. Extensive knowledge and application of safety and quality improvement and research principles.
8. Demonstrated commitment to clinical teaching and programs and procedural development.
9. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

Desirable Selection Criteria

1. Possession of, or significant progression towards, the attainment of a post graduate qualification relevant to the position.
2. Experience and understanding in health information reporting systems and processes.

Appointment Prerequisites

Appointment is subject to:

- Evidence of current registration by the Nursing and Midwifery Board of Australia must be provided prior to commencement
- Completion of 100 Point Identification Check
- Successful Criminal Record Screening Clearance
- Successful Pre-Employment Integrity Check
- Successful Pre-Employment Health Assessment

Certification

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

Manager/Supervisor

Name:
Signature/HE:
Date:

Dept./Division Head

Name:
Signature/HE:
Date:

Position Occupant

Name:
Signature/HE:
Date:

Organisational Environment

Our Vision	Exceptional care from dedicated people
Our Motto	We put patients first
Our Values	Accountability, Compassion, Continuous Learning & Teamwork

Conduct and Behaviour

The WA Health Code of Conduct (**Code**) identifies our CORE values, fundamental in all of our work, and translates these values into principles that guide our conduct in the workplace. It defines the standards of ethical and professional conduct and outlines the behaviours expected of all WA Health staff.

The intent of the Code is to promote a positive workplace culture by providing a framework to promote ethical day-to-day conduct and decision making. It does not and cannot cover every situation that may arise in the workplace.

WA Health CORE values are underpinned by the Western Australian Public Sector Code of Ethics which refers to the principles of personal integrity, relationships with others and accountability. WA Health CORE values are; Collaboration, Openness, Respect and Empowerment.

Professional Practice Model for Nursing

The SCGH Professional Practice Model for Nursing is a conceptual framework that supports nurses in their practice. The model defines the practice of nursing at SCGH, and the actions, interactions and partnerships necessary to achieve high quality patient care. Our model emphasises the importance of nursing leadership, best practice, innovation and professional growth, to achieving safe, quality outcomes for patients, staff and the community.

