



## JOB DESCRIPTION FORM

### Section 1 – POSITION IDENTIFICATION

<b>Goldfields</b>		<b>Position No:</b>	601654
<b>Division:</b>	Esperance Health Campus	<b>Title:</b>	<b>Clinical Nurse</b>
<b>Branch:</b>	Emergency Department	<b>Classification:</b>	<b>RN Level 2</b>
<b>Section:</b>	Nursing	<b>Award/Agreement</b>	Nurses and Midwives Agreement

### Section 2 – POSITION RELATIONSHIPS

<b>Responsible To</b>	<b>Title:</b> Director of Nursing/Health Service Manager <b>Classification:</b> RN SRN Level 8 <b>Position No:</b> 601649	<b>OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:</b>  <u>Title</u>
	↑	
<b>Responsible To</b>	<b>Title:</b> Clinical Nurse Manager – Emergency Department <b>Classification:</b> RN SRN Level 3 <b>Position No:</b> 601653	
	↑	←
<b>This position</b>	<b>Title:</b> <b>Clinical Nurse</b> <b>Classification:</b> RN Level 2 <b>Position No:</b> 601654	
	↑	

<b>Positions under direct supervision:</b>	<b>← Other positions under control:</b>								
<table><tr><td>Position No.</td><td>Title</td></tr><tr><td>601667</td><td>Registered Nurse</td></tr></table>	Position No.	Title	601667	Registered Nurse	<table><tr><td>Category</td><td>Number</td></tr><tr><td></td><td></td></tr></table>	Category	Number		
Position No.	Title								
601667	Registered Nurse								
Category	Number								

### Section 3 – KEY RESPONSIBILITIES

Performs the primary functions of a professional nurse by delivering a high standard of nursing care.

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		CLASSIFICATION	RN 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 over half a million people, including over 50,000 Aboriginal people, over a vast two and a half million square kilometres area.

WA Country Health Service hospitals handle almost as many births as the State's major maternity hospital – and 40% of the State's emergency presentations. The range of health services provided include acute inpatient and emergency care, population and public health, mental health, Aboriginal health, aged care and includes increasing number of services provided by telehealth video-conferencing.

Our dedicated and committed staff work hard to fulfil our vision of Healthier country communities through partnerships and innovation, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

### **OUR PURPOSE – What we are here to do**

WACHS improves country people's health and well-being through access to quality services and by supporting people to look after their own health.

### **OUR STRATEGIC DIRECTIONS TO 2018**

1. Improving health the experience of care
2. Valuing consumers, staff and partnerships
3. Governance, performance and sustainable services

### **OUR GUIDING PRINCIPLES**

Consumers first in all we do Safe, high quality services and information at all times

Care closer to home where safe and viable. Evidence based services

Partnerships and collaboration

### **OUR VALUES**

**Community** – making a difference through teamwork, cooperation, a 'can do' attitude and country hospitality.

**Compassion** – listening and caring with empathy, respect, courtesy and kindness.

**Quality** – creating a quality health care experience for every consumer, continual improvement, innovation and learning.

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

**Justice** – valuing diversity, achieving health equality, cultural respect and a fair share for all.

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#### Section 4 – STATEMENT OF DUTIES

<b>Duty No.</b>	<b>Details</b>	<b>Freq.</b>	<b>%</b>
1.	Plans, performs, facilitates and evaluates delivery of patient care.	D	100
2.	Manages a patient caseload as allocated by the shift coordinator.	D	
3.	Coordinates the ward/unit as required and liaises with Clinical Nurse Manager regarding staffing.	D	
4.	Directs nursing care given by other nursing personnel to ensure adherence to hospital policies.	D	
5.	Acts as a resource person for other nursing personnel.	D	
6.	Participates in the multidisciplinary decision making pertaining to patient care.	R	
7.	Implements appropriate teaching sessions for patients and carers in collaboration with the Clinical Nurse Manager.	R	
8.	Assists the Clinical Nurse Manager in maintaining the quality and standard of nursing practice as per legal, ethical and moral parameters relevant to practice setting.	R	
9.	Monitors and ensures availability of supplies and equipment.	R	
10.	Participates in discharge planning and education of patients and their families.	R	
11.	Participates in the performance review of self and others and accepts responsibility for own professional development.	O	
12.	Participates in nursing research designed to improve nursing practice and standard of care.	O	
13.	Participates on relevant hospital committees as requested.	O	
14.	Undertake duties as directed.	O	
	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.		

Frequency: D - Daily, W - Weekly, F - Fortnightly, M - Monthly, R - Regularly, O - Occasionally, A - Annually

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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. Significant post registration experience.
3. Well demonstrated interpersonal, communication and teamwork skills relative to the requirements of the position.
4. Ability to plan and facilitate management of a ward/unit.
5. Knowledge and application of Quality Management.
6. Knowledge of legislation relevant to Nursing.
7. Available for hospital "On Call" roster.
8. Knowledge and skills in Emergency nursing and Performance Management.
9. Understanding of Occupational Safety and Health standards and Equal Employment Opportunity principles and practices.
10. Current WA C or C-A Class driver's licence.

### DESIRABLE

1. Relevant tertiary qualifications or substantial progress toward requirement.
2. Post registration certificate in Emergency.
3. Demonstrated teaching skills in a specialty.
4. Understanding of current issues affecting the health industry.
5. Knowledge of Disability Services – awareness of access to Health Services that effect the clients of this position.

## Section 6 – APPOINTMENT FACTORS

<b>Location</b>	Esperance	<b>Accommodation</b>	As determined by the WA Country Health Service policy.
<b>Allowances/ Appointment Conditions</b>	Appointment is subject to: <ul style="list-style-type: none"> <li>• Evidence of current registration by the Nursing and Midwifery Board of Australia must be provided prior to commencement</li> <li>• Completion of a 100 point identification check</li> <li>• Successful Criminal Record Screening clearance and a Working with Children (WWC) check</li> <li>• Successful Pre- Placement Health Screening clearance</li> <li>• Current WA C or C-A Class drivers licence</li> </ul> Allowances <ul style="list-style-type: none"> <li>• District Allowance as applicable</li> </ul>		
<b>Specialised equipment operated</b>			

## 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: \_\_\_\_/\_\_\_\_/\_\_\_\_  
**Operations Manager**

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

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