



**HSS REGISTERED**

**Working with Children (WWC) Check Required**

## Clinical Nurse Consultant – Community Health

**Nurses and Midwives Agreement; RN SRN Level 4**

**Position Number: 00010449**

**Directorate/Department: Immunisation, Infection Prevention & Control, Refugee Health**

### Reporting Relationships

Nurse Co-Director  
 RN SRN Level 10  
 Position Number: 00014115



Nurse Director  
 RN SRN Level 8  
 Position Number: 00006323



**This Position**



Reporting to this position:

Title	Classification	FTE
Clinical Nurse Managers	RN SRN Level 3	2
Clinical Nurse Specialist	RN SRN Level 3	1
Clinical Nurse	RN SRN Level 2	3.8
Clinical Nurse	RN Level 2	2.8
Ethnic Health Worker	EHW 2	1

Also reporting to this supervisor:

- Clinical Nurse Manager
- RN SRN Level 3
- Manager Aboriginal Health Team – HSU 9
- Senior Portfolio and Policy Officer HSU 9
- Health Promotion Coordinator HSU 7

### Key Responsibilities

Responsible and accountable for providing leadership, direction and management of the nursing team and any other areas of responsibility of targeted community based programs across the metropolitan area. This includes management of human, financial and material resources to achieve the Child and Adolescent Health Service – Community Health (CAHS-CH) service objectives.

Our Vision: Healthy *kids*, healthy *communities*.

Our Values: Compassion Collaboration Equity Respect Excellence Accountability

## Brief Summary of Duties

**Maintains competence to practice in accordance with national competency standards for Registered Midwives and Nurses described by the Australian health practitioner regulation Agency.**

- Promote and facilitate the provision of a cost effective and efficient health service relating to the CAHS-CH Immunisation and Refugee Health Services to meet the level and quality of service as agreed with the Nursing Co-Director Community Health.
- Assesses the holistic needs of individuals, families and population groups and works in partnership with other Health Service Providers where appropriate.
- Direct the strategic activities of the Immunisation, Infection Prevention and Refugee Health programs, consistent with corporate objectives and provide effective leadership, coordination, integration and management of human, financial and material resources to achieve these objectives.
- Communicates effectively with individuals and groups, encourages community participation and partnership development with local networks to achieve the best outcomes for the community.
- Provide advice to CAHS-CH on strategic issues relating to immunisation, infection prevention and refugee services and staffing needs.
- Actively contribute to the development of CAHS-CH goals, objectives, policies and standards; and communicate these in a positive and effective way.
- Represent CAHS-CH positively and effectively through participation in affairs of the health industry, community and professional bodies relevant to the Health Service's role and vision.
- Liaise and consult as appropriate with tertiary services, Communicable Disease Control Directorate of WA Health and public health units in the support of adverse event reporting and referral.
- Work collaboratively with the Communicable Disease Control Directorate of WA Health to develop and implement education training and assessment of nurses undertaking immunisation certification.
- Identify, implement and/or contribute to areas of local-based research, including national/international clinical vaccine research studies where appropriate.
- Chair and participate in relevant committees.
- Responsible for the professional development and performance review of all staff within the CAHS-CH Immunisation and Infection Prevention and Refugee Health programs and promote ongoing development.
- Develop and review practices, protocols and policies which impact on areas of responsibility and recommend changes in accordance with best practice principles.
- Develop and maintain liaison with stakeholders within and external to the health service to work collaboratively to address issues and implement management strategies that will influence immunisation coverage rates and refugee health/humanitarian entrant integration across Western Australia.
- Critically review data collection tools and information provided to relevant data collection bodies for compliance with expected achievements and targets e.g.: Australian Immunisation Register, WA Health and Communicable Disease Control adverse events notification, school based immunisation program etc.
- Investigate and prepare the health service's response to relevant ministerial and parliamentary questions.

### **CAHS Governance, Safety and Quality Requirements**

- Ensures as far as practicable, the provision of a safe working environment in consultation with employees under their supervision.
- Participates in the Child and Adolescent Health Service (CAHS) performance development review process and undertakes ongoing performance development review with employees under their supervision.
- Supports the delivery of safe patient care and the consumers' experience ensuring services are family centred. This includes identifying, facilitating and participating in continuous safety and quality improvement activities, and ensuring services and practices align 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, CAHS and Departmental / Program specific policies and procedures.
- Abides by and upholds the WA Health Code of Conduct, CAHS Vision, Mission and Values, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

**Undertakes other duties as required.**

## 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. Demonstrated relevant experience at a senior level.
3. Demonstrated extensive knowledge and experience in all aspects of immunisation service delivery, current vaccines and trends in vaccine development.
4. Demonstrated knowledge and ability to provide leadership in a complex health service environment and influence the achievement of objectives for the areas of responsibility.
5. Demonstrated knowledge and application of physical, financial and human resource principles at a senior nursing level.
6. Demonstrated ability to contribute effectively as a member of the nursing leadership team and to influence and implement change.
7. Demonstrated ability to be flexible, adaptable and innovative in the achievement of objectives.
8. Demonstrated knowledge and application of quality improvement initiatives.
9. Demonstrated well developed communication, consultation and negotiation skills.
10. Current knowledge of legislative and regulatory requirements in the areas of Equal Opportunity, Disability Services and Occupational Safety & Health, and how these impact on employment, people management and service delivery.

### Desirable Selection Criteria

1. Possession of or significant progress toward, a post-graduate qualification in area of specialty.
2. Knowledge of current trends within the health sector.
3. Demonstrated knowledge of project management.
4. Demonstrated knowledge and experience in Information Technology.

### Appointment Prerequisites

Appointment is subject to:

- Evidence of current registration by the Nursing and Midwifery Board of Australia must be provided prior to commencement
- Working with Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia
- 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.

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Manager / Supervisor Name      Signature      or      HE Number      Date  
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Directorate/ Dept. Head      Signature      or      HE Number      Date  
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As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

.....  
Occupant Name      Signature      or      HE Number      Date  
Effective Date .....

HSS Registration Details (to be completed by HSS)

Created on ..... Last Updated on      March 2019  
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