



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

WA Country Health Service		Position No:	615879
Division:	South West	Title:	Clinical Nurse
Branch:	South West Population Health Unit	Classification:	RN Level 2
Section:	Communicable Disease Public Health	Award/Agreement	Nurses and Midwives Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title:	Director Population Health
	Classification:	HSO Level G-11
	Position No:	612862



Responsible To	Title:	Clinical Nurse Manager – Public Health
	Classification:	RN SRN Level 3
	Position No:	612640



This position	Title:	Clinical Nurse
	Classification:	RN Level 2
	Position No:	615879



OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

Title
Clinical Nurse Specialist – Public Health



Positions under direct supervision:	← Other positions under control:			
Position No. Title	Category Number			
	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"> WA Country Health Service South West </td> </tr> <tr> <td style="text-align: center;"> 15 April 2019 </td> </tr> <tr> <td style="text-align: center;"> REGISTERED </td> </tr> </table>	WA Country Health Service South West	15 April 2019	REGISTERED
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Section 3 – KEY RESPONSIBILITIES

In collaboration with the Senior Registered Nurse (SRN) workforce supports the provision of public health disease control and immunisation programs in the region. Ensures timely case follow-up, contact tracing and outbreak investigation including liaising with relevant health agencies and key stakeholders.

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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 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 (in order of importance)

Duty No.	Details	Freq.	%
1.0	COMMUNICABLE DISEASE CONTROL AND PREVENTION		
1.1	Works closely with the public health team, hospital clinicians, relevant key stakeholders, primary health care providers and external agencies in the case management, documentation and follow-up of clients with notifiable diseases.		
1.2	Participates in vaccine preventable and disease control programs including planning, surveillance, contact tracing, appropriate and timely follow-up of disease notifications and Western Australian Notifiable Infectious Disease Database (WANIDD) maintenance.		
1.3	Participates in epidemiological surveys and other duties as required.		
1.4	Responsible for the clinical supervision of Level 1 nurses and/or enrolled nurses.		
1.5	Acts as a role model in the provision of care to patients.		
2.0	EDUCATION		
2.1	Assists in the identification of educational needs and supports the planning, development and delivery of communicable disease and immunisation training including clinical updates to community and service providers in the region.		
2.2	Assists in the facilitation of professional development for community and service providers in the region. Maintains own professional knowledge and skills in relevant areas of Public Health.		
2.3	Assists in the development and distribution of current disease control and immunisation materials in collaboration with Department of Health, General Practitioners and other key stakeholders.		
2.4			
2.5	Responds to community requests for vaccine preventable disease control information in consultation with the senior nursing staff.		
3.0	POLICY		
3.1	Promotes and supports health department policies and guidelines relevant to Public Health Programs.		
3.2	In collaboration with the Public Health team assists with development and contribution to National Standards and policies using best practice approach enabling development of innovative methods for effective practice and supported change for the Public Health.		
3.4	In consultation with the senior nursing staff, assists with development and evaluation of protocols and guidelines enhancing service provision.		
4.0	PROGRAMS		
4.1	Assists with planning, development, implementation and evaluation of communicable disease and public health programs in the region based on regional, state and national needs.		
5.0	RESEARCH AND EVALUATION		
5.1	Assists with development, implementation and evaluation of continuous quality improvement and National accreditation activities relevant to Public Health programs.		
5.2	Participates in evaluation, auditing and research activities to improve public health programs and to maintain best practice standards in the region.		
6.0	OTHER		
6.1	Other duties as required.		
	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 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 knowledge and understanding of Primary Health Care practice including disease control principals.
3. Demonstrated experience in the planning and delivery of community based education and prevention programs.
4. Demonstrated knowledge of cultural factors and social determinants of health particularly Aboriginal Health.
5. Demonstrated effective written and verbal communication skills including negotiation, facilitation, interpersonal skills and other computer based methods.
6. Eligible for / or in possession of a current C or C-A Class drivers licence.

DESIRABLE

1. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.
2. Tertiary qualifications relevant to Public Health.
3. Current Immunisation Certificate or willingness to obtain.

Section 6 – APPOINTMENT FACTORS

Location	Bunbury	Accommodation	As determined by 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. • Provision of the minimum identity proofing requirements. • Successful Criminal Record Screening clearance. • Successful Pre- Placement Health Screening clearance. • Successful WA Health Integrity check. • Successful Working With Children check. • Evidence of a current C or C-A class driver's licence. 		
Specialised equipment operated			

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

<p>WA Country Health Service South West</p> <p>15 April 2019</p> <p>REGISTERED</p>
