

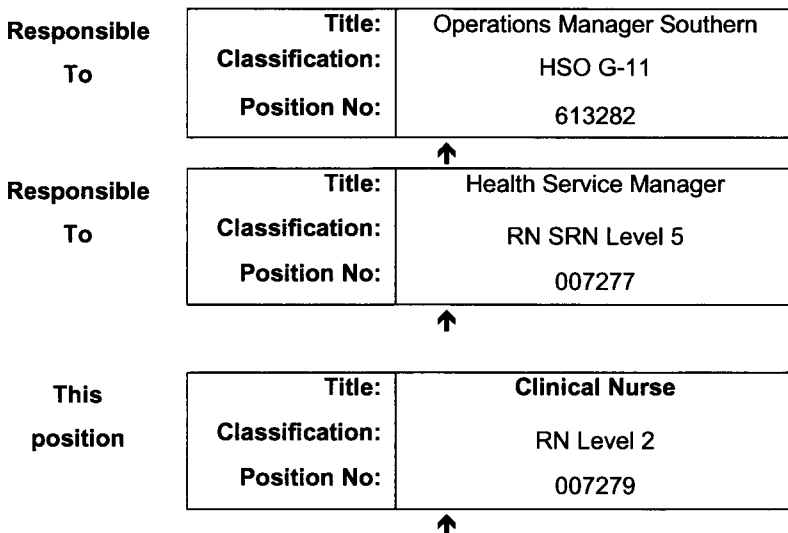


JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

WA COUNTRY HEALTH SERVICE		Position No:	007279
Division:	Wheatbelt	Title:	Clinical Nurse
Branch:	Southern	Classification:	RN Level 2
Section:	Pingelly Health Centre	Award/Agreement	Nurses and Midwives Agreement

Section 2 – POSITION RELATIONSHIPS



OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

Title 007270 – Admin Assistant, HSO G-3 007276 – Clerical Assistant, HSO G-2 007287 – Registered Nurse, RN Level 1 007291 – Enrolled Nurse, EN Level 1

Positions under direct supervision: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">007287</td> <td style="width: 45%;">Registered Nurse</td> <td style="width: 40%;">RN Level 1</td> </tr> <tr> <td>007288</td> <td>Enrolled Nurse</td> <td>EN Level 1</td> </tr> <tr> <td>007291</td> <td>Enrolled Nurse</td> <td>EN Level 1</td> </tr> <tr> <td>007312</td> <td>Patient Care Assistant</td> <td>HSW Level 3/4</td> </tr> </table>	007287	Registered Nurse	RN Level 1	007288	Enrolled Nurse	EN Level 1	007291	Enrolled Nurse	EN Level 1	007312	Patient Care Assistant	HSW Level 3/4	← Other positions under control:
007287	Registered Nurse	RN Level 1											
007288	Enrolled Nurse	EN Level 1											
007291	Enrolled Nurse	EN Level 1											
007312	Patient Care Assistant	HSW Level 3/4											

Section 3 – KEY RESPONSIBILITIES

The provision of competent nursing services to clients requiring emergency, extended/community, care in accordance with WACHS & Hospital Policies, Professional Standards and Statutory Requirements. To provide leadership and support to junior staff. To assist HSM with management issues. To act as HSM when HSM not onsite or on leave.

WA Country Health Service

15 OCT 2017

Effective date of document
October 2017

REGISTERED

TITLE	Clinical Nurse	POSITION NO	007279
		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

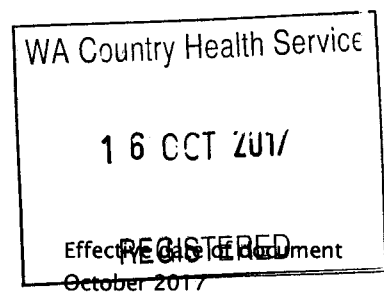
WA Country Health Service REGISTERED 16 OCT 2017 Effective date of document October 2017
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Section 4 – STATEMENT OF DUTIES

Duty No.	Details	Freq.	%
	A Clinical Nurse will undertake the following duties;	D	100
1.0	CLINICAL		
1.1	Maintains national competence for Registered Nurses to practice in accordance with the Nursing and Midwifery Board of Australia.		
1.2	Coordinates the day-to day management of the emergency department and outpatient area.		
1.3	Uses the best available evidence, nursing expertise and respect for the values and beliefs of individuals/groups to improve health outcomes including a plan of care.		
1.4	Advocates for individuals/group and their rights for nursing and health care within the organizational and management structures.		
1.5	Practices in a way that acknowledges the dignity, culture, values beliefs and rights of individuals/groups.		
1.6	Ensures the efficient and effective use of available material and human resources.		
1.7	Ensures own documentation is clear, concise sand satisfies legal requirements.		
1.8	Acts as a resource person for other staff.		
1.9	Understands and practices within own scope of practice.		
2.0	COMMUNICATION		
2.1	Is able to effectively communicate with patients, relatives, colleagues, General Practitioner, Allied Health Professionals and members of the public as required.		
2.2	To be a role model and facilitates others in development of their competencies/skills.		
2.3	Establish and maintains communication that facilitates teamwork.		
2.4	Participates in Performance Development & Review of self and designated staff.		
3.0	PROFESSIONAL		
3.1	Participates in Quality Improvement, and National Safety & Quality Health Service Standards (NSQHS)		
3.2	Meets annual core competencies requirements of CPR, ALS, Manual Handling, OSH, EEO, Infection Control, and Fire & Safety.		
3.3	Takes responsibility for maintaining own clinical knowledge and skills.		
3.4	Acts as a resource and teacher to junior staff		
4.0	OTHER		
4.1	Other duties in accordance with key responsibilities as directed by the Health Service Manager which includes management of a designated portfolio.		
4.2	Manages the facility and HACC in the absence of the HSM		

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.



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Section 5 – WORK RELATED REQUIREMENTS

ESSENTIAL

1. Eligible for registration in the category of Registered Nurse by the Nursing and Midwifery Board of Australia.
2. Demonstrated advanced nursing practice within a rural practice setting. (Emergency & Community)
3. Demonstrated advanced skills in planning, coordination and decision making, within the relevant practice setting.
4. Demonstrated well-developed team leadership and preceptor skills.
5. Demonstrated well-developed communication (written and verbal) and interpersonal skills.
6. Demonstrates incorporation of quality and risk management within practice.
7. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.
8. Current 'C' Class drivers licence

DESIRABLE

1. Possession of or progression towards an appropriate post-graduate qualification
2. Knowledge of current health issues and the organisational culture of rural health services.
3. Demonstrated computer skills.
4. Some management experience in a small rural facility

Section 6 – APPOINTMENT FACTORS

Location	Pingelly	Accommodation	As determined by the WA Country Service Health 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 • Current 'C' Class drivers licence 		
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

WA Country Health Service
 16 OCT 2017
 REGISTERED

Signature and Date: _____
Chief Executive Officer

WA Country Health Service
 16 OCT 2017
 REGISTERED

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