



**HSS Registered**

**Registered Nurse**  
**Nurses and Midwives Agreement: RNM Level 1**  
**Position Number: 602714**  
**Endoscopy Suite / Day Procedures Unit**  
**Armadale Kalamunda Group / East Metropolitan Health Service**

**Reporting Relationships**

Health Service Manager  
SRN Level 7  
Position Number: TBA



Clinical Nurse Specialist /Nurse Manager / Clinical Nurse Manager  
SRN Level 3  
Position Number: 602707



Clinical Nurse  
RNM Level 2  
Position Number: 602713



**This Position**



Directly reporting to this position:

Title	Classification	FTE
• Advanced Skills Enrolled Nurse	Level 1-2 Level 1-4	
• Enrolled Nurse		

Also reporting to this supervisor:

- Nil

**Key Responsibilities**  
 The Registered Nurse is responsible for the provision of safe, quality nursing care to allocated patients/clients.

## Brief Summary of Duties (in order of importance)

### 1. Clinical

- 1.1 Applies knowledge and skills in the assessment, planning, implementation, evaluation and documentation of nursing care to allocated clients.
- 1.2 Supports Enrolled Nurses and monitors their patient care.
- 1.3 Practices within policies and procedures of Kalamunda District Community Hospital, including Infection Control policies.
- 1.4 Participates in unit based Quality Improvement Activities.
- 1.5 Utilises human and material resources efficiently.
- 1.6 Liaises with colleagues in planning and providing client care.
- 1.7 Maintains effective communication with colleagues and other health professionals.
- 1.8 Develops the ability to coordinate the shift activities of the unit with support from Clinical Nurses and/or the Nurse Manager/Clinical Nurse Specialist.
- 1.9 Assists junior staff in the development of clinical competencies and organisational skills.
- 1.10 Acts as a role model and teaches others within scope of practice.
- 1.11 Maintain an awareness of and participate actively in relevant clinical and/or corporate governance activities.

### 2. EMHS Governance, Safety and Quality Requirements

- 2.1 Ensures, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
- 2.2 Participates in an annual performance development review and undertakes performance development review of staff under their supervision.
- 2.3 Supports the delivery of safe patient care and the consumers' experience including 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.
- 2.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 2.5 Performs duties in accordance with Government, WA Health, East Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 2.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

### 3. Undertakes other duties as directed.

## Work Related Requirements

### Essential Selection Criteria

1. Eligible for registration in the category of Registered Nurse by the Nursing and Midwifery Board of Western Australia.
2. Recent relevant nursing experience.
3. Demonstrated nursing knowledge and skills relevant to program/practice area.
4. Demonstrated effective communication and interpersonal skills.
5. Demonstrated ability to work within a team.
6. 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. Demonstrated understanding of the quality improvement process.
2. Ability to identify patient/client learning needs and initiate appropriate education.
3. Demonstrated computer literacy.

### 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 or	HE Number	Date
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Dept. / Division Head Name	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			

HCN Registration Details (to be completed by HSS)

Created on	10/10/2016	Last Updated on	10/10/2016 he108661
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