



North Metropolitan Health Service
Job Description Form

HSS Registered

Registered Nurse
Nurses and Midwives Agreement: Level 1
Position Number: 601065
Forensic Inpatient Services
State Forensic Mental Health Service (SFMHS)

Reporting Relationships

Nurse Director – SFMHS
 RN SRN Level 9
 Position Number: 601148



Clinical Nurse Specialist - SFMHS
 RN SRN Level 3
 Position Number: 601598



This Position



- ← Also reporting to this supervisor:
- Clinical Nurse (RN Level 2)
 - Registered Nurse (RN Level 1)
 - Advanced Skills Enrolled Nurse (EN Level 1-2)
 - Enrolled Nurse (EN Level 1-4)
 - Enrolled Mental Health Nurse (ENMH Level 1-6)
 - Assistant in Nursing (AIN Year 1-3)

| Directly reporting to this position: <table style="width: 100%; margin-top: 5px;"> <thead> <tr> <th style="text-align: left;">Title</th> <th style="text-align: left;">Classification</th> </tr> </thead> <tbody> <tr> <td>Advanced Skills Enrolled Nurse</td> <td>EN Level 1-2</td> </tr> <tr> <td>Enrolled Nurse</td> <td>EN Level 1-4</td> </tr> <tr> <td>Enrolled Mental Health Nurse</td> <td>ENMH Level 1-6</td> </tr> <tr> <td>Assistant in Nursing</td> <td>AIN Year 1-3</td> </tr> </tbody> </table> | Title | Classification | Advanced Skills Enrolled Nurse | EN Level 1-2 | Enrolled Nurse | EN Level 1-4 | Enrolled Mental Health Nurse | ENMH Level 1-6 | Assistant in Nursing | AIN Year 1-3 | Other positions under control |
|---|----------------|----------------|--------------------------------|--------------|----------------|--------------|------------------------------|----------------|----------------------|--------------|-------------------------------|
| Title | Classification | | | | | | | | | | |
| Advanced Skills Enrolled Nurse | EN Level 1-2 | | | | | | | | | | |
| Enrolled Nurse | EN Level 1-4 | | | | | | | | | | |
| Enrolled Mental Health Nurse | ENMH Level 1-6 | | | | | | | | | | |
| Assistant in Nursing | AIN Year 1-3 | | | | | | | | | | |

Prime Function / Key Responsibilities

Responsible for providing comprehensive evidence based nursing care to patients. Facilitates and promotes patient safety and quality care. Provides mentorship and role modelling for nurses and contributes to the advancement of the profession, in keeping with the vision and values of the State Forensic Mental Health Service.

Brief Summary of Duties (in order of importance)

1. Specific Duties/Scope of Practice Relevant to Speciality

- 1.1 Works in accordance with the Mental Health Act 2014 and other relevant legislation.
- 1.2 Works in partnership with consumers and their carers to deliver consumer focused, recovery oriented care.
- 1.3 Works in a manner that assists consumers to recognise and build on their strengths whilst providing care consistent with trauma informed principles.

2. Clinical

- 2.1 Responsible for assessment, planning, implementation and evaluation of patient's needs to provide direct care for own group of patients, and refers complex matters to the Mental Health Nurse Clinician Level 2.
- 2.2 Maintains continuity of care by ensuring comprehensive iSoft ISOBAR handover of responsibilities to oncoming staff.
- 2.3 Maintains a high level of effective communication and interpersonal skills.
- 2.4 Acts as a patient advocate.
- 2.5 Participates in mental health promotion and facilitates educational programs for patients, families/carers.
- 2.6 Participates in quality improvement activities and clinical programs including policy review and development within the practice setting.
- 2.7 Responsible where applicable for the clinical supervision of Enrolled Nurses/Assistants in Nursing under their supervision.
- 2.8 Complies with and demonstrates a working knowledge of the Regulations, Acts and Policies relevant to nursing including the Code of Ethics for Nurses in Australia, the Code of Conduct for Nurses in Australia, the National Competency Standards for the Registered Nurse and Poisons Act 1964.
- 2.9 Completes all clinical documentation to a quality standard and ensures that documentation recorded is comprehensive, objective and accurate and undertakes.
- 2.10 Participates in clinical reviews and clinical meetings/case conferences/teleconferences as required.
- 2.11 Educates patients/carers in admission process and post discharge management, completes all nursing clinical documentation and, organises discharge summaries/referrals to other services, as appropriate.
- 2.12 Supports and liaises with patients, carers, colleagues, medical, nursing, allied health, support staff, external agencies and the private sector to provide coordinated interdisciplinary care.
- 2.13 Participates in departmental and other meetings as required to meet organisational and service objectives.
- 2.14 Promotes and participates in team building and decision making.
- 2.15 Responsible where applicable, for the preceptorship of Registered Nurses undertaking the Graduate Nurse - Mental Health program.
- 2.16 Liaises with Mental Health Nurse Clinician Level 2 on issues that require monitoring, support or action not within his/her scope or authority.
- 2.17 Collects and records statistical data as required by the service.

3. Education/Training/Research

- 3.1 Engages in continuing professional development/education and accepts responsibility for competency development of self, including the area of Forensic Mental Health Nursing.
- 3.2 Participates in annual performance development and management review with senior nurse, and regularly evaluates own achievements.

- 3.3 Participates in the annual performance development and management review of junior nursing staff as designated.
- 3.4 Assists with supervision and development of undergraduate nursing students and others as directed by senior staff.
- 3.5 Participates in evidence based clinical research activities where applicable.

4. NMHS Governance, Safety and Quality Requirements

- 4.1 Ensures, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
- 4.2 Participates in an annual performance development review and undertakes performance development review of staff under their supervision.
- 4.3 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.
- 4.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 4.5 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 4.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

5. 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 Australia.
2. Demonstrates knowledge and skill in Adult Psychiatric Nursing.
3. Demonstrates knowledge and application in the following nursing domains: Professional/Ethical practice, Reflection, Problem Solving and Enabling.
4. Demonstrates knowledge and skill in the application of the Nursing Process.
5. Demonstrates effective communication and interpersonal skills.
6. Demonstrates knowledge and application of the Mental Health Act 2014 and the Criminal Law Mentally Impaired Accused Act 1996 and how these affect patient care delivery.
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.

Desirable Selection Criteria

1. Obtainment or progress towards Post-graduate qualifications in area of speciality.
2. Experience in Forensic Mental Health Nursing.

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: Emma Tsakalos
Signature/HE: 111075
Date: 27/06/2018

Dept./Division Head

Name: Lesley Barr
Signature/HE: 41934
Date: 23/03/2017

Position Occupant

Name:
Signature:
Date: