



Job Description Form

HSS REGISTERED

Nurse Practitioner

Urogynaecology and Gynaecology

Nurses and Midwives Agreement: SRN Level 7

Position Number: 00008072

Urogynaecology / Obstetrics and Gynaecology Directorate

King Edward Memorial Hospital

Reporting Relationships

Executive Director – Women & Newborn
 Year 1-5
 Position Number: 00005575



Nurse Midwife Co Director
 RM SRN 10:
 Position Number: 00014856



This Position



Also reporting to this supervisor:

- Coordinator of Nursing & Midwifery
- Coordinator of Midwifery
- Nurse Practitioner Diabetes
- Director of Midwifery SOSU

Directly reporting to this position:

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Other positions under control

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Prime Function / Key Responsibilities

Provides advanced nursing assessment, diagnosis, care and intervention to patients and families within the scope of practice of a Nurse Practitioner. Provides high-level clinical nursing, leadership, management and governance within the Women and Newborn Health Service (WNHS), including the operational management of the Urogynaecology and Gynaecology subspecialties nursing programs in partnership with key internal and external stakeholders. Provides support to the Nurse Midwife CoDirector, in developing and implementing WNHS strategic directions including progression of the health reform strategy, continuous quality improvement and improving patient safety.

Brief Summary of Duties (in order of importance)

1. CLINICAL

- 1.1 Maintains their competence to practice in accordance with national competency standards for the Nurse Practitioner as described by the Nurses & Midwives Board of WA.
- 1.2 Provide advanced and autonomous expert care to patients and families in accordance with Nurse Practitioner legislation and functions by:
 - Patient assessment and diagnosis
 - Prescribing medications
 - Ordering and analysing pathology and radiological tests
 - Referring patients to other Health Professionals
 - Undertaking patient care on referral from Health Professionals
- 1.3 Manage patient conditions according to approved Clinical Practice Guidelines within own scope of practice.
- 1.4 Ensure nursing compliance with relevant Federal/State legislation, DoH and WNHS policies, and local procedures as they pertain to the delivery of health services.
- 1.5 Provide resources to clinical staff to assume currency and relevance of nursing policy, practice and procedures.
- 1.6 Work collaboratively to support medical, nursing and allied health colleagues in the performance of their clinical duties
- 1.7 Manage patients and documents with regard to risk management principles
- 1.8 Refer appropriate medical problems to senior medical officer.

2. LEADERSHIP AND MANAGEMENT

- 2.1 Promote effective clinical leadership.
- 2.2 Provides Urogynaecology and Gynaecology subspecialties nursing advice and consultancy to the Nurse Midwife CoDirector
- 2.3 Develop and implement evidenced based Clinical Practice Guidelines and procedures for Nurse Practitioners.
- 2.4 Develop and promote positive relations with clients, peers, medical staff, allied health colleagues and members of the general public.
- 2.5 Participate in peer review and case review procedures as determined by the Nurse Midwife CoDirector
- 2.6 Contribute to Health Service workforce development programs and seek opportunities for ongoing professional education.
- 2.7 Participate in relevant committees and special projects.
- 2.8 Contribute to staff and patient safety systems that meet contemporary clinical standards and OS&H requirements.
- 2.9 Liaise with other agencies and organisations as required.
- 2.10 Promote cost-effective use of materials.

3. CONTINUING QUALITY IMPROVEMENT

- 3.1 Provide leadership in coordinating and implementing quality improvement activities specific to the nurse practitioner role.
- 3.2 Participate in Clinical Practice Improvement Programs and Clinical Governance Initiatives as relevant to practice.
- 3.3 Identify opportunities to improve and promote evidence based clinical practice.
- 3.4 Ensure nursing services are provided in a manner sensitive to, and appropriate for, people of Indigenous and other cultural backgrounds.

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 with endorsement as a Nurse Practitioner by the Nursing and Midwifery Board of Australia.
2. Demonstrated extensive professional and/or leadership experience relevant to the position or relevant specialty.
3. Advanced interpersonal and communication (written & verbal) skills.
4. Demonstrated highly developed analytical and problem solving skills.
5. Demonstrated ability to lead and work effectively as part of a multi-disciplinary team.
6. Knowledge, understanding and experience in quality improvement, its practical application in meeting patient's needs and its relationship to strategic development.
7. Knowledge, understanding and experience of research findings to support evidence based practice.
8. Demonstrated knowledge and application of financial, information and human resource management principles.
9. 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, service delivery and nursing.
10. Current "C" or "C.A." class drivers licence.

Desirable Selection Criteria

1. An understanding of preceptoring and clinical teaching programs.
2. Demonstrated computer literacy
3. Knowledge of the State and National health policy frameworks which impact on health service delivery in Western Australia and on the Health Service.

Appointment Prerequisites

Appointment is subject to:

- Evidence of current registration by the Nursing and Midwifery Board of Australia and endorsement as a Nurse Practitioner must be provided prior to commencement.
- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- Evidence of current "C" or "C.A." class drivers licence.
- 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/HE:
Date:

Dept./Division Head

Name: Margaret Davies
Signature/HE:
Date: 31/1/2020

Position Occupant

Name:
Signature/HE:
Date: