



## HSS Registered

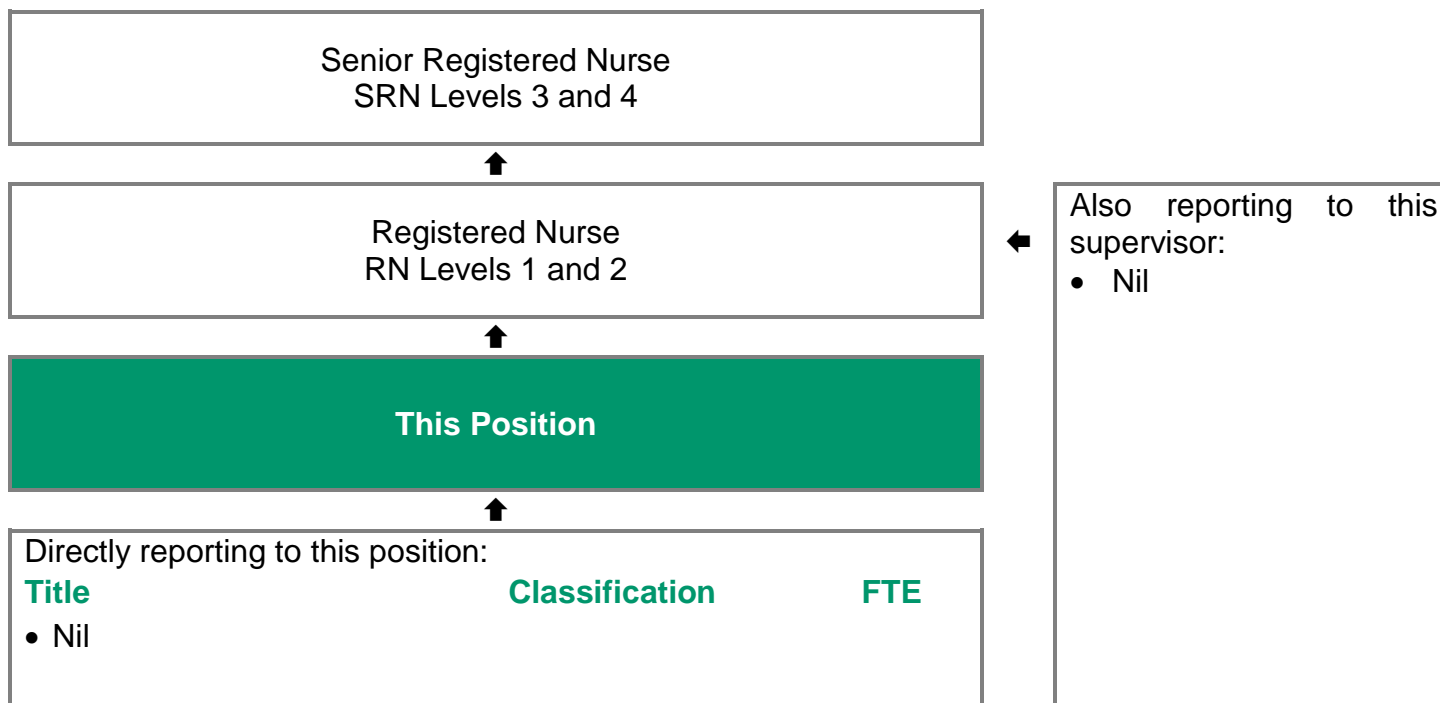
# Assistant in Nursing

## Enrolled Nurses, Assistants in Nursing and Health Workers Agreement: AIN Year 1-3

**Position Number: Various**

**Royal Perth Bentley Group / East Metropolitan Health Service (EMHS)**

### Reporting Relationships



### Key Responsibilities

As part of a multidisciplinary team, the Assistant in Nursing (AIN) delivers general patient care to patients under the direct supervision and guidance of a Registered Nurse or Midwife. Performs the primary function of an Assistant in Nursing as defined in MP 0080/18 – Assistants in Nursing Duties (June 2019) under the direction of a Registered Nurse or Midwife.

## EMHS Vision and Values

### Our Vision

***Healthy people, amazing care.  
Koorda moort, moorditj kwabadak.***

**Healthy people** refers to the commitment we have as an organisation to ensure our staff, patients and the wider community have access to comprehensive healthcare services, in order to maintain healthy lives.

**Amazing care** reflects the sentiment of those consumers accessing our healthcare services from feedback provided to us. This common statement resonates with the health service, and reflects our intentions in our practice and work every day.

As a health service which celebrates diversity of culture and languages, it is also important that our vision is shared in the Noongar language.

### Our Values

Our Values reflect the qualities that we demonstrate to each other and our community every day. Our staff make a difference every day to the patients, families and consumers they provide care, advice and support to. The EMHS values capture the shared responsibility that we uphold as most important, which are:

- **Kindness** – kindness is represented in the support that we give to one another. This is how we demonstrate genuine care and compassion to each and every person.
- **Excellence** – excellence is the result of always striving to do better. This is represented by constant improvements to the way in which we deliver our services, which results in a high performing health service.
- **Respect** – we demonstrate respect through our actions and behaviours. By showing each other respect, in turn we earn respect.
- **Integrity** – integrity is doing the right thing, knowing it is what we do when people aren't looking that is a true reflection of who we are.
- **Collaboration** – collaboration represents working together in partnership to achieve sustainable health care outcomes for our community with a shared understanding of our priorities.
- **Accountability** – together we have a shared responsibility for ensuring the best health care outcomes for our community. This is a reminder that it is not only our actions, but also the actions we do not do, for which we are accountable.



Royal Perth Hospital staff share a strong sense of pride in the longstanding principles of Servio, Latin for 'to serve' which adorns our historic crest. The principles of this statement, adopted in 1937 bear testimony to the longstanding tradition of excellence in service that we strive to perpetuate into the future.

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

### 1. Clinical

- 1.1. Supports Registered Nurses/Midwives and Enrolled Nurses in the delivery of general patient care to patients/groups.
- 1.2. Undertakes shifts under the supervision of a Registered Nurse/Midwife including participation on the afterhours/weekend roster if required.
- 1.3. Works within the Assistant in Nursing Scope of Practice (see Mandatory Policy MP 0080/18 – Assistants in Nursing Policy, and related document Assistant in Nursing Duties) by completing delegated tasks which may include assisting with:
  - Patient meals
  - Patient activities of daily living
  - Patient mobility
  - Patient toileting
  - Communication
  - Environmental maintenance
  - General activities
  - Documentation
- 1.4. Supports and liaises with patients, carers, colleagues, medical, nursing, allied health, support staff, external agencies and the private sector to assist with the provision of coordinated multidisciplinary care.
- 1.5. Participates in departmental and other meetings as required to meet organisational and service objectives when appropriate.
- 1.6. Participates in patient safety, quality and risk improvement activities when appropriate.

### 2. Education/Training/Research

- 2.1. Maintains Assistant in Nursing competencies specific to area of employment.
- 2.2. Makes sure own knowledge is current by attending appropriate educational programs.

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

- 3.1. Participates in the maintenance of a safe work environment.
- 3.2. Actively participates in the Peak Performance program.
- 3.3. Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards
- 3.4. Completes mandatory training (including safety and quality training) as relevant to role.
- 3.5. Performs duties in accordance with the EMHS Vision and Values, WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act and Government, WA Health, EMHS and Departmental / Program specific policies and procedures.

### 5. Undertakes other duties as directed

### Work Related Requirements

The following criteria should be read together with the Brief Summary of Duties and considered in the context of the EMHS Values.

#### Essential Selection Criteria

1. Certificate III qualification in Health Services Assistance (Acute Care).
2. Demonstrated ability to follow instructions and work under appropriate supervision.
3. Demonstrated effective interpersonal skills including the ability to work well within a team.
4. Demonstrated effective written and verbal communication skills.

#### Desirable Selection Criteria

1. Previous experience working in a hospital, aged care or health care environment.
2. Current knowledge and commitment to equal opportunity in all aspects of employment and service delivery.

#### Appointment Prerequisites

Appointment is subject to:

- Evidence of Certificate III qualification in Health Services Assistance (Acute Care) must be provided prior to commencement.
- Working with Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- 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
Doris Lombardi		HE66772	26/02/2019
Dept. / Division Head Name	Signature or	HE Number	Date

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			

HSS Registration Details (to be completed by HSS)

Created on	Last Updated on	August 2021
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