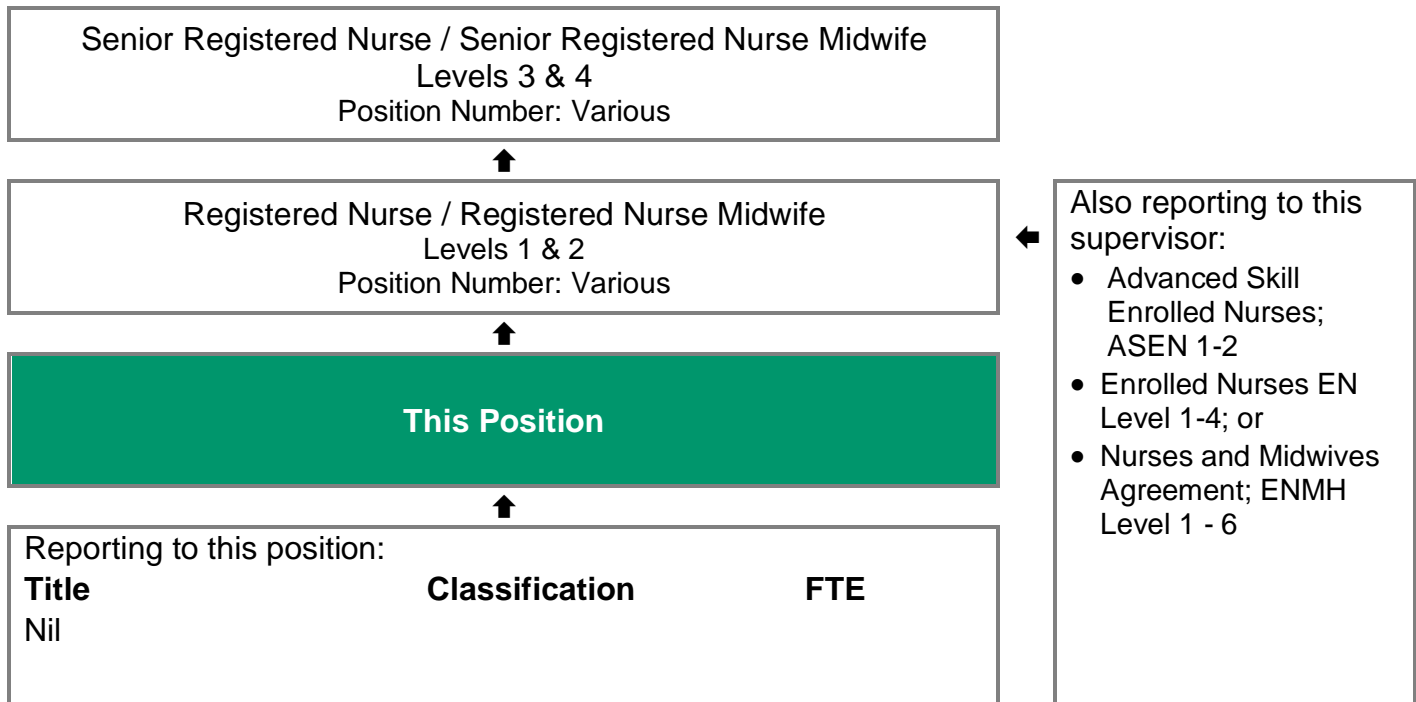




HSS Registered

Assistant in Nursing – Various Positions
Enrolled Nurses, Assistants in Nursing and Health Workers
Agreement: AIN Year 1-3
Position Number: Various
Nursing Division
Royal Perth Bentley Group / East Metropolitan Health Service

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 document – Assistants in Nursing – Duties (January 2022) under the direction of a Registered Nurse or Midwife.

Brief Summary of Duties

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 after hours/weekend roster if required.
- 1.3. Works within the Assistant in Nursing Scope of Practice (refer to WA DOH Assistant in Nursing Duties – January 2022) 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
 - Reporting.
- 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. Ensures, as far as practicable, the provision of a safe working environment.
- 3.2. Participates in an annual performance development review.
- 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 Government, WA Health, East Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 3.6. Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

4. Undertakes other duties as directed.

Work Related Requirements

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 (where applicable).
- 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 a/DON | | HE66772 | 26/02/2019 |
| Director of Nursing | 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)

| | |
|------------|-----------------|
| Updated by | Last Updated on |
| | |