



HSS Registered

Staff Development Nurse

Nurses and Midwives Agreement: Level 2

Position Number: 112426

Medical Services

Armadale Kalamunda Group / East Metropolitan Health Service

Reporting Relationships

Coordinator of Nursing
SRN Level 7
Position Number: 112910

Nurse Unit Manager – Medical Services
SRN Level 4
Position Number: 603002

This Position

Directly reporting to this position:

Title	Classification	FTE
• nil		

- Also reporting to this supervisor:
- Associate Nurse Unit Manager – Medical, SRN Level 3, 2 FTE
 - Staff Development Nurse, RN Level 2, 2FTE
 - Clinical Nurse, RN Level 2, various
 - Registered Nurse, RN Level 1, various
 - Advanced Skill Enrolled Nurse, EN Level 1-2, various

Key Responsibilities

Is responsible for education and training in relation to clinical practices and as part of the multidisciplinary team plans, implements and evaluates orientation, education and training at the ward/unit level. Participates in corporate education & training. Facilitates and promotes patient safety and quality of care and works collaboratively to ensure service is delivered in accordance with health service policy and standards. The Staff Development Nurse/Midwife practices within their scope of practice considerate of the Nursing and Midwifery Board's Nursing Practice Decision Flowchart.

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.

Brief Summary of Duties (in order of importance)

1. Professional/Clinical

- 1.1. Responsible for clinically situated education, training and supervision of nurses/midwives at Level 1 and 2 and/or Enrolled Nurses/Assistants in Nursing under their supervision.
- 1.2. In consultation with the Staff Development Educator, and NUM / ANUM, plans, implements and evaluates education and training programs to enable staff to achieve and maintain competency in clinical performance, area specific competencies and hospital mandatory competencies.
- 1.3. Participates in the hospital induction program and mandatory training assessments and provides and manages an area specific orientation program for nursing/assistants in nursing staff.
- 1.4. Provides clinical support and supervision to nurses requiring performance support and facilitates completion of performance achievement documents.
- 1.5. Maintains accurate record keeping of education and training activities and provides monthly reports against key performance indicators to the Education & Professional Development Coordinator.
- 1.6. Participates in departmental and other meetings as required to meet organisational and service objectives.
- 1.7. Participates in quality improvement and policy review/development within the practice setting.
- 1.8. Complies with and demonstrates a commitment to 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 the Poisons Act 1964.
- 1.9. Promotes and participates in team building and decision making.

2. Education/Training/Research

- 2.1. Engages in continuing professional development/education and ensures continuous registration in the category of Registered Nurse with the Nursing and Midwifery Board of Australia as per essential criterion 1.
- 2.2. Assists with supervision and development of graduate nursing as directed by senior staff.
- 2.3. Supports nursing staff in their supervision of undergraduate students.
- 2.4. Participates in evidence based clinical research activities where applicable.

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.

4. 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. Demonstrated advanced clinical knowledge and experience in the delivery of nursing care within the practice setting / specialty.
3. Demonstrated ability to plan, facilitate and deliver clinically situated education as well as plan, conduct and evaluate education and training programs/presentations in a clinical setting incorporating adult learning principles.
4. Demonstrated high level interpersonal and negotiation skills.
5. 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. Postgraduate qualification or evidence of significant progression towards one.
2. Certificate IV in Workplace Training & Assessment.
3. Knowledge of current clinical governance systems

Appointment Prerequisites

Appointment is subject to:

- Evidence of current registration by the Nursing and Midwifery Board of Australia must be provided prior to commencement.
- Working With Children (WWC) Check (if required), 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	Signature or	HE Number	Date
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			

HCN Registration Details (to be completed by HSS)

Created on	Last Updated on	June 2021
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