



# Job Description Form

## Clinical Nurse

### Health Services

#### Position details

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Classification Level: Clinical Nurse ANF2

Award/Agreement: Department of Corrective Services Registered Nurses (ANF)  
Industrial Agreement

Position Status: Various

Organisation Unit: Corrective Services, Community Corrections, Health and Offender  
Management

Physical Location: Various

#### Reporting relationships

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Responsible to: Clinical Nurse Manager – SRN Level 3 or 4

**This position: Clinical Nurse – ANF Level 2**

Direct reports: NIL

#### Overview of the position

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The Health Services Branch provides a range of primary care services across WA to patients in custody. Services encompass interventions to identify and manage acute and chronic conditions (diabetes, cardiovascular disease, kidney disease, asthma); infectious diseases; sexually transmissible diseases and blood borne viruses; mental health and alcohol and drug addiction services and referral to specialist and tertiary services. Population focussed health improvement initiatives are also provided including health protection; disease prevention; infection control; communicable disease outbreak management; and immunisation.

The Health Services Branch ensures that clinical effectiveness, consumer focus and quality improvement are embedded to assist Department of Justice provide high quality, cost effective, safe and patient centred care.

Clinical Nurses provide clinical leadership, critical thinking and direct care to patients throughout the patient journey in a custodial setting. Utilising comprehensive clinical assessment and excellent communication skills, the role promotes and supports delivery of safe quality care within a multidisciplinary team.

## **Job description**

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As part of the Health Services team, the successful applicant will be expected to:

- Maintain focus on the Department's goals concerning safety, security and rehabilitation.
- Work to improve communication and model integrity and respect in all interactions.
- Operate within the Department's Corporate Governance Framework, policies and procedures and ensure effective transparency and accountability of all Department activity.
- Operate within chain of command facilities to coordinate activities required to meet the Department's strategic objectives.
- Work collaboratively to achieve common goals and best practice and facilitate business improvements as appropriate.

## **Role specific responsibilities**

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### **Patient Care:**

- Provides competent nursing care to patients within a custodial context. This incorporates assessment, planning -implementation and evaluation of nursing interventions across the continuum of care
- Responds to medical emergencies arranging timely interventions within the facility and transfer to tertiary care.
- Facilitates patient health education and health promotion in a culturally appropriate manner.
- Promotes and coordinates the Key Responsibility Areas of Infectious Disease or Chronic Disease management as allocated.
- Provides opportunities for and encourages patients to be involved in their own health management
- Provides appropriate risk management for patients identified at risk of self-harm
- Facilitates effective communication with patients, all levels of staff, and community health providers.
- Monitors and reviews standards of care within the unit to optimise patient outcomes
- Adheres to relevant professional health services and prison management policy requirements.

### **Security:**

- Maintains personal security by adhering to custodial policies and procedures
- Performs nursing duties adhering to the security requirements of the custodial environment.

**Professional Development:**

- Accountable for maintaining relevant skills and competence.
- Acts as a resource to others.
- Development of competencies through mentoring and coaching.

**Quality Improvement:**

- Identifies and develops unit based quality improvement activities within the framework of the quality cycle.
- Accountable for the safe, efficient and effective use of human and material resources
- Participates in risk management processes as required.

**Ethical Behaviour:**

- Adheres to relevant Professional and Public Sector Codes of Practice and Ethics

**Equity, Diversity and Occupational Safety and Health:**

- Applies and promote the principles of equity, diversity, occupational safety and health in the workplace and behaves and manages staff in accordance with relevant standards, values and policies.

**Other:**

- Other duties as directed.

**Job related requirements**

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In the context of the role specific responsibilities, the ability to demonstrate the following skills, knowledge and experience.

**Shapes and Manages Strategy**

The ability to; understand the reasons for decisions and how they are related to their work, understand the work environment and identify issues that may impact own achievement and contributes to team planning, draw on information from a range of sources and to use common sense to analyse what information is important, anticipate issues that could impact on tasks and identify risks and uncertainties in procedures and tasks are all important for this role.

**Achieve Results**

The ability to; monitor progress against performance expectations to ensure deadlines are met, communicate outcomes to supervisor, apply and develop capabilities to meet performance expectations, demonstrate knowledge of new programs, products or services relevant to the position, work to agreed priorities, outcomes and resources and be responsive to changes in requirements are fundamental to this role.

### **Builds Productive Relationships**

The capacity to; build and maintain relationships with team members, other teams, colleagues and clients, share information with team members, seek input from others, contribute to team discussions and ensure that others are kept informed, maintain an awareness of personalities, motivations and diverse qualities, treat people with respect and courtesy and an ability to act on constructive feedback.

### **Exemplifies Personal Integrity and Self-Awareness**

An ability to; listen when own ideas are challenged, provide accurate advice to colleagues and clients and to check and confirm the accuracy of information prior to release, take responsibility for mistakes and learn from them, acknowledge when in the wrong, seek advice and assistance from colleagues and supervisor when uncertain. Engage with risk by providing accurate information, seeking guidance when required and reporting potential risk issues to supervisor.

### **Communicates and Influences Effectively**

A demonstrated ability to; structure messages clearly and succinctly orally and in writing, focus on gaining a clear understanding of others comments by listening and questioning for clarity, check that own views have been understood, listen to differing ideas to develop an understanding of the issues are essential in this role.

## **Role Specific Criteria**

### **Essential:**

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 evidence based nursing care relevant to primary care practice setting.
3. Demonstrated high level communication (written and verbal) and interpersonal skills.
4. Ability to plan and conduct patient/staff education.
5. Demonstrates incorporation of quality and risk management within practice.
6. 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:**

1. Post registration qualification in relevant speciality area e.g. Primary Health Care Nursing, Mental Health, Addictions, Rural and Remote Nursing, or evidence of significant progression towards one.
2. Experience providing mental health care to indigenous people or within a custodial setting.
3. Demonstrated computer skills relevant to healthcare setting.

### **Special requirements/equipment**

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Some roles attached to this JDF are identified under Section 6 of the Working with Children (Criminal Record Checking) Act 2004 as Child Related Work. Applicants must have a current Working with Children Check to be eligible for appointment to these positions. Your business area will advise you if this is required for the location you are working in.

### **Certification**

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The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the job.

### **Director Nursing**

### **HEALTH SERVICES**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

HR certification date: September 2023