PREAMBLE:

Underpinning the Department of Health Strategic Directions are the agreed values that reflect honesty, respect and integrity for every individual. These values drive how we conduct our business and how we behave. We aim to make the values "live". It is important that we incorporate the values into our behaviour systems and processes.

The Department has a “Commitment to Workplace Values” attached to Job and Person Specifications that all staff are required to uphold.  *(Please refer to the back of this document).*

Australia has one of the most culturally and ethnically diverse populations in the world. Having a diverse workforce (inclusive of bi-lingual, bi-cultural and employees who have a disability) can enhance the department’s ability to negotiate with, and meet the needs of, the full range of its clients and customers. Such employees also add to the diversity of the workforce, and give added opportunities to fully capitalise on difference as a valuable asset in an increasingly competitive environment.
JOB SPECIFICATION

1. Summary of the broad purpose of the position in relation to the organisation's goals:

The Registered Nurse and or Midwife provides nursing and/or midwifery services in primary health, secondary, tertiary or quaternary service settings. The Registered Nurse and or Midwife consolidate knowledge and skills and develop in capability through continuous professional development and experience. The Registered Nurse and or Midwife accepts accountability for own standards of nursing/midwifery care and for activities delegated to others.

2. Reporting/Working Relationships

The Registered Nurse and or Midwife;

• Reports to the Nurse/Midwife Clinical Services Coordinators (Level 3 or 4) or to the relevant position in your local health unit/service;

• Provides the direct or indirect supervision of a Assistant in Nursing, Students in Enrolled Nursing and Enrolled Nurses

• Collaborative working relationship with all nursing and or Midwifery staff;

• Maintains cooperative and productive working relationships within all members of the health care team.

3. Special Conditions.

• The appointee may be subject to a Criminal History Check prior to confirmation of appointment.

• The incumbent may be required to enter into an annual performance agreement for the achievement of (specific or service or program) outcomes.

• May be required to work at any site within the Central Northern Adelaide Health Service.

4. Statement of Key Outcomes and Activities

4.1 Assists with the provision of professional high quality patient care within the ward/unit/service aimed at improving patient health outcomes through:

4.1.1 Improving nursing/midwifery and patient care procedures and practices by;

• Providing direct nursing/midwifery care and/or individual case management to patients/clients on a shift by shift basis in a defined clinical area;

• Assessing individual patient/client needs, planning and implementing or coordinating appropriate service delivery from a range of accepted options;
4. Statement of Key Outcomes and Activities (continued)

- Providing health education, counselling and rehabilitation programs to improve the health outcomes of individual patients/clients or groups;
- Planning and coordinating services with other disciplines or agencies in providing individual's health care needs;
- Contributing to patient safety, risk minimisation and safe work activities within the practice setting;
- Practicing as a Registered Nurse within a nursing model established to support patient/client centred care or, as a Registered Midwife working in partnership with women respecting and supporting their right to self determination in the life processes of pregnancy, birthing and parenthood;
- Contributing to procedures for effectively dealing with people exhibiting challenging behaviours;

4.1.2 Contributing to the human resource management of the unit/service by.

- Reviewing decisions, assessments and recommendations from less experienced Registered Nurses/Registered Midwives and Enrolled Nurses and students;
- Providing support and guidance to newer or less experienced staff, Enrolled Nurses student nurses and other workers providing basic nursing care;
- Supporting nursing/midwifery practice learning experiences for students undertaking clinical placements, orientation for new staff and preceptorship of graduates;

4.2 Contributes to the achievement of nursing/midwifery best practice and where relevant facilitates the development and application of relevant nursing research by;

- Participating in quality assurance and/or evaluative research activities within practice setting;
- Using foundation theoretical knowledge and evidence based guidelines and applying these to a range of activities to achieve agreed patient care outcomes;

4.3 Contributes to the achievement of professional expertise through the maintenance of ongoing personal professional development/continuing education:

- Continuing own professional development, seek learning opportunities and developing and maintaining own professional development portfolio of learning and experience.

4.4 Promotes and implements the development and maintenance of a safe environment by coordinating activities relating to:

- Accident prevention.
- Occupational health and safety.
- Infection control.
- Prevention of sexual harassment.
- Prevention of negatively discriminating behaviour.
- Cultural awareness.
- Supporting a pro-active approach to risk management.
4. Statement of Key Outcomes and Activities (continued)

4.5 Contributes toward the provision of a safe and healthy work environment for self and others by:
   - Reporting all accidents, incidents and near misses;
   - Complying with reasonable instructions or procedures aimed at protecting the health and safety of themselves and others; and
   - Carrying out responsibilities as detailed in occupational health, safety and injury management policies and procedures.

4.6 Contributes toward the provision of a healthy, safe and equitable working environment by adhering to the principles and standards of Equal Employment Opportunity Legislation, which:
   - Ensures employees are recruited, selected, trained, transferred and promoted solely on the basis of merit without regard to age, marital status, physical disability, intellectual impairment, pregnancy, race, sex or sexuality;
   - Ensures all employees in the workplace are treated in a fair and equitable manner; and
   - Identifies and eliminates discrimination, bullying and harassment in the workplace.

4.7 RAH Nursing Division acknowledges and supports the “Commitment to Workplace Values” of the Department of Health. RAH nurses act to promote a culture consistent with the RAH Nursing Vision Statement underpinned by a set of core values that are reflected in the everyday practice of all levels of nursing.
PERSON SPECIFICATION

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications:

Registered or eligible for registration as a General Nurse by the Nurses Board of South Australia and who holds, or who is eligible to hold, a current practicing certificate

Personal Abilities/Aptitudes/Skills:

- Effective communication skills including, problem solving, conflict resolution and negotiation skills.
- Ability to work effectively within a multidisciplinary team.
- Ability to prioritise workload.
- Ability to be, creative, innovative and flexible when approaching issues within a healthcare setting.

Experience

- Demonstrated competence in the relevant area of nursing practice in accordance with the appropriate standards of practice.

Knowledge

- Knowledge and understanding of the role of the Registered General Nurse within a healthcare setting
- Understanding of the requirements of the Nurses Act 1999.
- Understanding of the Australian Nursing and Midwifery Council (ANMC) National Competencies for the Registered and Enrolled Nurse and Midwives in Recommended Domains.
- Knowledge and understanding of the ANMC Code of Professional Conduct for Nurses in Australia (2003) and the Commissioner for Public Employment Code of Conduct for Public Employees.
- Knowledge and understanding of legislative responsibilities for OHS&W, Workers Compensation and Rehabilitation and Equal Opportunity.
- Knowledge of Quality Improvement Systems as applied to a healthcare setting.
DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

• Where applicable, qualifications relevant to specialty.

Personal Abilities/Aptitudes/Skills:

Experience

• Experience with quality improvement activities.

Knowledge

• Knowledge of contemporary professional nursing issues.

Other Details
COMMITMENT TO WORKPLACE VALUES

The Department of Health values have an influence on the people we employ

Every organisation has values that govern the way people are treated and the way decisions are made. The Department’s Strategic Plan identifies the values that guide our behaviours. These behaviours apply to all employees and govern the way people in the organisation are treated, the way decisions are made and how we provide our services.

These values are used in day to day communication and interaction between all employees and are linked to the whole of government Code of Conduct, Performance Development, Job and Person Specifications and Department of Health Employment Conditions.

Department of Health Organisational Values are:

Honesty
We show honesty by speaking truthfully, within the boundaries of confidentiality. This is shown in our dealings within the Department and with our consumers and partners by: saying what we mean and meaning what we say, keeping our promises, telling the truth tactfully, providing honest feedback and answers and admitting to mistakes.

Respect
We show respect by speaking and acting with courtesy. We treat others with dignity and use culturally appropriate ways of communicating. This is shown in our dealings within the Department and with our consumers and partners by: treating everyone fairly, communicating so people can understand, listening to others, and seeking and providing feedback.

Integrity
We show integrity by honouring our values and the rules of our department, government and nation. This is shown in our dealings within the department and with our consumers and partners by: doing the right thing, abiding by the values, standing up for what we believe in, and taking responsibility for our mistakes.

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I __________________________________ have the ability and commitment to behave consistently with the stated values of the Department of Health.

_________________________________ / /

Signature

Please complete and return attached to your application to the nominated person

“The right people with the right skills in the right place at the right time”