POSITION DESCRIPTION

POSITION TITLE
Continence Nurse Consultant
Regional Continence Service, Austin Health

REPORTS TO
Business: Coordinator Continence Service
Professional: Sub-Acute Services CSU Director

AWARD/AGREEMENT/CONTRACT
Refer to award classification for RN G4B clinical
Nurse Consultant
Permanent Position

POSITION TYPE
Clinical Nurse Consultant - RN G4B Y1 Clin Con B

HOURS PER WEEK
12 hours per week. Days and times to be negotiated

1. ORGANISATIONAL CONTEXT

Austin Health is one of Victoria’s largest health care providers.

Comprised of Austin Hospital, Heidelberg Repatriation Hospital and Royal Talbot Rehabilitation Centre, Austin Health is a major teaching and research centre with numerous university and research institute affiliations.

Catering to diverse multicultural and veteran communities, Austin Health delivers vital statewide services to Victorians and a vast array of specialty services to the people of Melbourne’s north-eastern corridor in a safety-focused, team-oriented and stimulating work environment.

The new 400 bed Austin Hospital Tower opened mid 2005 and further redevelopment is underway.

Austin Health Values

The Austin Health values play a critical role in shaping how we operate as an organisation. They influence our performance planning, recruitment, training and development, and relationships with colleagues, work mates, our patients and their relatives and friends. The Austin Health values set standard that we expect all staff to live up to in the way they undertake their duties and responsibilities across the Hospital.

Our Values:

- **Integrity**
  We work in the spirit of collaboration and honesty to build effective working relationships across the whole organisation.

- **Accountability**
  We are transparent, responsible and build trust by fulfilling promises and communicating effectively.

- **Respect**
  We care about others and treat each other with consideration, equality and fairness.

Revised September 2009
• *Excellence*
  We continually strive to advance patient focused care through innovation, research and effective stakeholder management.

2. **LOCAL WORK ENVIRONMENT**

This position is located in the Sub-Acute Clinical Service Unit – Aged Care Aged Services Unit (CSU). The majority of the services offered by the Aged Care Services are located at the Heidelberg Repatriation Hospital.

Our Inpatient Services consist of two 28-bed Rehabilitation wards - Wards 11 & 12, a 31-bed Aged Care Unit incorporating a 9 bed Cognitive Assessment and Management (CAM) Program and an acute aged care ward - Ward 10. Aged Care Services also operate a 60-bed high level residential care facility - Darley House.

Referrals to Wards 10, 11 & 12 are primarily from the acute wards at the Austin Hospital but may also come from the Emergency Department, community or other health care facilities.

The Community Programs offered by Aged Care Services include an Aged Care Assessment Service (ACAS), Extended Aged Care at Home (EACH), Extended Aged Care at Home – Dementia (EACH – Dementia), Transitional Care and the HARP funded Community Link Rapid Response Service

Our Ambulatory Services include the Community Rehabilitation Centre (CRC), Planned Activity Group (PAG), HACC funded Allied Health Service, Continence Service, Memory Service, Wound Clinic and Clinical Cognitive Research Unit (CCRU).

An Aged Care medical inpatient consultancy service is also located at the Austin Hospital.

A number of programs have commenced under the Hospital Demand Management Strategy; these include the Emergency Department Aged Care Co-ordination Team, the Care Co-ordination and Discharge Team and the Residential Care Team.

Our staff and services are supported by a Clinical Nurse Educator, who is able to offer high quality education.

The Continence Service provides an inpatient continence program and an outpatient service incorporating medical, nursing, physiotherapy and dietetics clinics based at Heidelberg Repatriation Hospital. A domiciliary service is offered to frail elderly and younger disabled clients living in the Heidelberg part of Banyule.

3. **POSITION OBJECTIVE**

Perform the duties of this position efficiently to the standards of the department, including participating in the Austin Health performance appraisal program.

Participate with other members of the multi-disciplinary Continence Service in ensuring a quality service is provided to patients/clients.

Raise continence awareness and promote continence assessment, treatment and management within the Austin Health in collaboration with other members of the Continence Service.

Provide a consultative continence service that facilitates delivery of an integrated approach to patients suffering with incontinence and associated bladder and/or bowel dysfunction.

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Provide timely continence assessment, treatment, and management to patients/carers at Heidelberg Repatriation Hospital in liaison with nursing staff and the treating unit.

Provide expert advice, support and education to staff involved in the care of patients with urinary and/or faecal incontinence and associated bladder and/or bowel dysfunction.

4. POSITION REQUIREMENTS

Position specific

Clinical Duties

- Ensure confidentiality by undertaking not to reveal to any person or entity any confidential information relating to patients and employees, policies and processes.

- Act as an expert resource to other health professionals.

- Provide a timely response to referrals from the designated sub-acute wards, residential units and departments of Heidelberg Repatriation Hospital.

- Undertake a continence nursing assessment of patients referred with bladder and/or bowel dysfunction, and recommend appropriate continence treatment and management for patients in liaison with nursing staff, the treating medical unit, and other health professionals to ensure a coordinated approach to patient care and discharge planning.

- Ensure that nursing care provision and patient outcome evaluation is based on comprehensive patient assessment, and that the patient and their family are involved as far as possible in the planning of patient care.

- Ensure that the patient and their family/carer are involved in the assessment process, treatment plan and discharge planning.

- Evaluate current continence processes and through ongoing continence education and promotion, facilitate changes to improve continence management in the designated sub-acute and residential units and departments of Austin Health. This is in conjunction with other members of the Continence Service.

- Refer to other members of the Austin Continence Service, when required, for ongoing assessment and management post discharge.

- Refer as appropriate to other Victorian Continence services for ongoing management.

- Be prepared to assist other clinicians with domiciliary and outpatient clinics if required.

- Work in partnership with the Clinical Nursing Education Department and participate in education programs offered to the nursing staff of Austin Health.

- Participate in the development, implementation and evaluation of quality monitoring programs.

- Collect data as required for HDM reporting.

- Participate in case discussions with other members of the Continence Service and other relevant medical and nursing staff.

- Participate in Continence Service team meetings.

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• Perform the duties of this position efficiently to the standards of the department, including participating in the Austin Health performance appraisal and quality improvement programs.

**Generic**
- Abide by Austin Health corporate policies and practices as varied from time to time.
- Participate in Austin Health performance appraisal program as required.
- Undertake not to reveal to any person or entity any confidential information relating to patients and employees, policies, processes and dealings and not to make public statements relating to the affairs of Austin Health without prior authority of the Chief Executive Officer.
- Participate in the emergency incident response activities, as defined within the Emergency Response Manual, as and when required, at the direction of management.

5. **KEY SELECTION CRITERIA**

**Essential for Performance of the Position**
Registered Nurse Division 1(General) Nurses Board of Victoria.

- Demonstrated clinical knowledge and skills in continence management
- Demonstrated knowledge of professional, legal and ethical standards
- Advanced communication and interpersonal skills
- Commitment to self-development and ongoing education
- Commitment to quality, best practice and environmental safety
- Ability to work autonomously and as part of a team
- Knowledge of discharge planning principles
- Computer skills in word, excel, and power point presentations
- Current Drivers licence
- A commitment to Austin Health values: Integrity, Accountability, Respect and Excellence.

**Desirable but not essential for Performance of the Position**
Qualifications in any of the following: Continence Nursing, Gerontology

- Thorough knowledge of Aged Care across the Community, Hospital and Extended Care sectors.
- Understanding of the community services available and ability to utilise these to assist older people to retain optimal independence in their homes.
- Public speaking skills for educational purposes.
- Member of the Continence Foundation of Australia, Nurses for Continence or the Victorian Urological Nurses Society.

*Revised September 2009*
6. **OTHER RELEVANT INFORMATION**

**Pre-Existing Injury**
Prior to any person being appointed to this position it will be required that they disclose full details of any pre-existing injuries or disease that might be affected by employment in this position.

7. **DOCUMENT REVIEW DETAILS**

Date Position First Documented (if known):   ___/___/___

Date of this Position Description Review:   ___/___/___

Signature of Manager:   ____________________  Date:   ___/___/___

Signature of Employee:   ____________________  Date:   ___/___/___