



POSITION DESCRIPTION

POSITION TITLE:	Registered Nurse Grade 2
DEPARTMENT:	Perioperative
CLASSIFICATION:	RN Grade 2 Yr. 2 – Yr. 10 (YP3-11)
INDUSTRIAL AGREEMENT:	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2012 -2016
REPORTS TO:	Nurse Unit Manager or Nurse in charge of the shift
PRE-REQUISITES:	Registered Nurse
Essential:	Current Nurses registration (AHPRA) Current Police check Current Working with Children's Check The mandatory training requirements for Registered Nurses at Benalla Health include: <ul style="list-style-type: none">• Workplace culture• Manual handling• Emergency codes• Emergency response• Hand hygiene• Elder abuse• Occupational health and safety• Quality and risk• Patient/Resident Care• Blood safe/transfusion package
Desirable:	Substantial post-basic experience in Peri operative Nursing Post-Basic Qualifications in Peri operative Nursing

KEY SELECTION CRITERIA:

- Demonstrate well-developed communication and interpersonal skills;
- Demonstrated ability to articulate clear decision making processes
- Knowledge and commitment to Quality Management and Accreditation processes.
- Possess knowledge of relevant legislation, particularly the National Safety and Quality Health Service Standards and Aged Care Standards
- Demonstrated ability to deliver excellent nursing care in accordance with BH philosophy, policies and procedures.
- Ability to work as part of a multi disciplinary team and to work independently of others.
- An ability to represent as a patient advocate.
- Ability to involve patients in the planning of, and delivery of, care Requirements specific to their needs and requirements.

OUR PURPOSE:

The purpose of Benalla Health is to facilitate a healthy and resilient community through the provision of integrated, lifelong healthcare services.

OUR VALUES:

Compassion, Empathy, Accountability, Respect and Excellence.

POSITION SUMMARY:

- Providing high quality nursing care to patients and supervising specialist care delivered by other staff;
- Coordinating specialised aspects of care provided to patients on a daily basis;
- Counselling patients, providing health education - especially in relation to Peri operative Nursing;
- Where appropriate, acting as an advocate for patients and their families, ensuring their opinions are heard and their rights are respected;

RESPONSIBILITIES:

- Achievement of competencies for a Registered Nurse Division 1 as prescribed by the Australian Nursing and Midwifery Council Incorporated (ANMC and Benalla Health Mandatory Training Policy).
- Assessing the need for training and education of other staff and then delivering specialist clinical teaching and supervision to nurses, health care staff and students in the unit and nursing division as required;
- Carrying out research and development in the speciality. Providing specialist input to the development of clinical policies and procedures including their preparation. Providing advisory services to appropriate committees.
- Complying in full with all organisational policies and procedures.
- Delivery of excellent nursing care in accordance with the unit philosophy, policies and procedures.
- Participating in the organisation's quality and accreditation programs, contributing to the processes whereby the quality of care of patients and

residents is continuously improved. This includes examining own and others' nursing and health care delivery critically and incorporating the results of personal research or the research findings of others in the delivery of care.

- Level of clinical practice reflects level of remuneration i.e. higher level of skill than would be expected of Grade 2 nurses, but less than Grade 3 positions.

PROFESSIONAL RESPONSIBILITY AND ACCOUNTABILITY

- Competence in nursing practice measured by the Australian National Competency Standards for the Registered Nurse (Australian Nursing Council Inc.).
- Commitment to development of area of specialty including higher levels of skill demonstrated in clinical decision-making and maintenance and improvement of clinical standards.
- Commitment to personal development and to the development of the Organisation.

PROFESSIONAL / ETHICAL PRACTICE

Nursing actions and interventions are accurate and safe, and demonstrate due regard for the theoretical concepts and principles underlying practice.

- Documentation conforms to legal and health service requirements.
- Actions reflect an awareness of legal implications of nursing practice.
- Nursing interventions are performed following adequate and accurate assessments.
- Clarification of, and/or suggested changes to policies, procedures, protocols and guidelines are sought and made.
- Practice is in accordance with the profession's code of ethics.
- Confidentiality of information is maintained.
- The patient is an active participant in the process of care.
- Respect for individuals and their families in terms of cultural and social context is demonstrated.
- Recognises own knowledge base/ level of competence.
- Maintenance and improvement of personal and unit clinical standards.

CRITICAL THINKING & ANALYSIS

Acts to enhance the professional development of self and others.

- Continuing education is actively undertaken.
- Quality activities are undertaken within the unit to enhance professional practice.
- Role modelling to all other members of the health care team is demonstrated.
- Contributes to the education of other professionals e.g. being willing to provide at least one in-service education programme each year.
- Incorporates research findings into nursing practice.
- Acts as a mentor or preceptor to lesser-experienced nurses, including graduate and student nurses.
- Acts as a resource person to others in relation to clinical practice.

- Monitors the specialised clinical practice of other nursing staff.

MANAGEMENT OF CARE

Comprehensive and accurate nursing assessments of patients/residents are carried out.

- Appropriate assessment tools and strategies are used effectively.
- Data is analysed and interpreted accurately.
- Deviations from normal are acted upon appropriately and promptly.

A plan of care is developed and documented in consultation with the patient/resident and relevant others.

- The plan identifies expected outcomes, including a timeframe.
- Responds to patient and/or carer educational needs, referring to others where necessary.

Planned care is implemented, evaluated and assessed.

- Resources are utilised effectively and efficiently in providing care.
- Undertakes technical procedures confidently and safely.
- Refers clients to appropriate community service providers.
- Higher level of skills demonstrated in clinical decision-making – in particular in problem identification and solutions, and analysis and interpretation of clinical data.\

CARE REQUIREMENTS SPECIFIC TO PERIOPERATIVE AREA

- Ability to perform a high level of patient identification and procedure matching skills involving the patient in their care and allaying any concerns and anxieties associated with surgery/invasive procedure.
- Demonstrate a high level of understanding of Anaesthetic procedure and ability to assist the Anaesthetist in the safe and efficient care of the patient during surgery.
- Advanced level of management of the unconscious patient throughout the peri operative experience, especially in the PACU where sole management of unconscious patient is required.
- Ability to check and have high understanding of equipment / instruments, specific to peri operative area.
- High knowledge level and practice of aseptic technique and sterile field management, and ability to assist the Surgeon to maintain patient safety during surgery.
- Advanced knowledge of peri operative skills and current guidelines/standards such as AS/NZS4187, ACORN Guidelines, GESA/GENCA and ANZCA.
- Advanced level of patient clinical assessment and ability to promptly recognise patient deterioration and take appropriate measures.
- Knowledge of environmental/OH&S emergency procedures, and clinical emergencies (eg Malignant Hyperthermia, Haemorrhage) specific to the peri operative environment.
- Continue to undertake ongoing education, maintain and update knowledge and skills in the peri operative area.

ENABLING

Acts to enhance the safety of individuals and groups at all times.

- Environmental hazards are identified, rectified or eliminated and/or prevented where possible.
- Standards for Infection Control and Occupational Health and Safety are adhered to.
- Nurse Unit Manager is kept informed of issues and achievements in relation to health and safety issues.

Appropriate interpersonal relationships are developed with individuals.

- The individual is treated with dignity and respect at all times.
- Strategies that encourage independence are identified and utilised.
- Communicates effectively with individuals and groups.

Organises workload to facilitate planned nursing care.

- Work is organised, co-ordinated and delivered according to priorities of care.
- Responds effectively in unexpected or rapidly changing situations.
- Emergency management practices and drills are participated in, according to health service policy.
- Crisis interventions and emergency routines are implemented as necessary.
- Responds effectively and teaches others how to respond in unexpected/rapidly changing situations.

Establishes and maintains collaborative relationships with colleagues and members of the health care team.

- The roles and functions of the health care team are recognised and understood.
- Contributes where required to ensure decisions made are appropriate and planned outcomes achieved, particularly in reference to clinical speciality.

SAFETY MANAGEMENT SYSTEMS

In accordance with the current Victorian OH&S legislation and infection control standards, each employee has the responsibility to take reasonable care of their own health and safety by:

- Adhering to Benalla Health's OH&S policies and procedures
- Reporting hazards and injuries
- Participate in OH&S consultation and OHS training
- Cooperate with managers and supervisors to ensure that OH&S responsibilities are met by all
- Not wilfully interfere with or misuse anything provided in the interest of health and safety or wilfully put anyone at risk.

Each employee has the responsibility to minimise exposure to incidents of infection/cross infection of residents, staff, visitors and the general public.

Please refer to Benalla Health's Occupational Health & Safety Responsibilities Guideline

QUALITY & RISK

Benalla Health is accredited by an independent Accreditation Agency. All staff are required to actively participate in quality improvement activities.

POLICY & PROCEDURES

It is every employee's responsibility to access and have knowledge of relevant policies and procedures that relate to their employment. All organisational-wide policies and procedures can be accessed on the BH Intranet site.

CONFIDENTIALITY

Any information obtained in the course of employment is confidential and should not be used for any purpose other than in the performance of duties for which the person is employed. The employee is bound by the Information Privacy Act 2000, Aged Care Act 1997 and the Health Records Act 2000.

MANDATORY ORGANISATIONAL COMPETENCIES

In accordance with current legislative requirements, all employees have a responsibility to ensure they successfully complete the following competencies as prescribed (on commencement, annually, every two years or as otherwise stated):

- Attend orientation on commencement
- Emergency Response and Fire Extinguisher Training (both theory and practical sessions)
- Manual Handling
- Human Rights, Equal Opportunity Prevention of Workplace Bullying and Managing Diversity in-service.
- Hand Hygiene Training.
- Reporting Elder Abuse.
- Person & Family Centred Care

Refer to the organisations mandatory training policy for full details.

CONSUMER ENGAGEMENT

Benalla Health employees are responsible for meaningful consumer participation so that consumers, carers and community members are active participants in the planning, improvement and evaluation of health services.

This will be demonstrated by:

- New staff attending staff induction forum where the value of partnering with consumers/carers and community members is discussed.
- Evidence that consumers and their significant others are involved in the development of their own care plans and
- Completion of annual competencies that includes the importance of partnering with consumers/carers and community members.

PERFORMANCE REVIEW & DEVELOPMENT

A performance review & development plan will be carried out three months post appointment and thereafter at least once a year. The position description will form the basis for the review. If performance does not meet expectations or additional staff development/guidance is required, performance reviews will be carried out more frequently. The employee can request additional performance reviews at any time in writing.

This document provides a summary of the role and duties of the position and forms the basis for periodic review of departmental and individual performance.

As an occupant of this position, I have noted this statement of duties and agree to perform the duties indicated and observe all requirements of the organisation's Policies and Procedures.

EMPLOYEE'S NAME: _____

EMPLOYEE'S SIGNATURE: _____

DATE:/...../.....

MANAGER'S NAME: _____

MANAGER'S SIGNATURE: _____

DATE:/...../.....

CREATED: Director of Clinical Services

REVISED: Nurse Unit Manager, Operating Theatre August 2016.