

Position	Clinical Support Nurse
Classification	Grade 3B
Award	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2016-2020
Reports to	Clinical Educator
Direct reports	NA
Key relationships	Clinical Educator, Clinical team members, Allied Health and Medical Students, NUM's, external education providers, Executive Manager People and Culture
Hours of Work	32- 40 hours per week, as agreed.

About Rural Northwest Health:

Rural Northwest Health employs 290 team members across the campuses of Warracknabeal, Beulah and Hopetoun. The organisation has a total of 90 residential aged care (RAC) beds, including 15 in the award-winning memory support unit, 16 acute beds and all three centres have a broad range of community health services keeping our community well at home. The population of the communities served by Rural Northwest Health is about 5000 people within the Yarriambiack Shire.

Rural Northwest Health is committed to achieving optimal health and wellbeing outcomes for all residing in the Wimmera Mallee community. We believe that our consumers are entitled to quality health care that respects their dignity, beliefs and rights regardless of their cultural, spiritual or socio-economic background.

We have two significant strategic areas which are:

- Build business capability.
- Respond bravely and innovatively to opportunities that improve local health outcomes.

Position summary:

The Clinical Support Nurse is responsible for providing clinical supervision and mentoring to Registered and Enrolled Nurses and graduates, Allied health and Medical students on placement, and newly appointed or less experienced team members to provide clinical learning support to ensure the delivery of high quality care.

Key responsibilities:

- Liaise with external education providers to facilitate clinical placements for medical, nursing and allied health students and to ensure that RNH continues to work towards their targets for student placements.
- Manage Placeright Information Management System to coordinate student placements.
- Provides direct and indirect clinical supervision to nursing team members as required.
- Provides guidance, clinical supervision and support to participants of the Registered and Enrolled Graduate Nurse program and, undergraduate students.

- Provides ongoing feedback to students and graduates and completes assessment and associated documentation in line with requirements set.
- Acts as a resource in problem solving patient/resident care issues.
- Assists the Unit Managers/senior nursing staff to identify and provide clinical support with learning plans.
- Contributes to the development of nursing practice in response to current nursing research/trends and patient/resident needs.
- Assists with the introduction of new nursing practices/products and equipment.
- Provides current clinical input into the development of clinical standards as they relate to resident/patient care and nursing practice.
- Acts as a mentor for clinical preceptor's.
- Is responsible for the orientation of student nurses and assists in orientation for graduate nurses.
- Assists with the delivery of graduate nurse program study days and the clinical education plan as required.

Key position accountabilities:

Leadership, Communication and Stewardship

- Influences other team members to bring their best by providing encouragement and being thankful.
- Speaks with others respectfully and in a way they can understand.
- Recognises when a person has communication needs beyond own skills and finds help.
- Acts in a way that values diversity.
- Takes care when using physical resources and environment.

Health and Safety:

- Acts in a way that maintains physical and psychological health and safety for self and others.
- Adheres to safe work practices relevant to the role.
- Promptly reports issues that might put self or others at risk, incidents & near misses and responds appropriately to risks and reports from others appropriate to role.
- Is kind to self and others.
- Contributes to a positive team environment by speaking in a courteous and respectful manner at all times.
- Knows what to do in an emergency relevant to role.

Quality and Improvement:

- Takes pride in a personal presentation.
- Works consistently in line with policies, practice standards and work plans.
- Maintains quality of own work.
- Asks for help and guidance when tasks are outside experience and competence.
- Supports others to achieve team goals.
- Makes changes in own work practice and offers suggestions to improve services and care.
- Understands and acts according to role to achieve the Aged Care Standards &/or National Standards as appropriate.

Information Management:

- Communicates accurate and relevant information to appropriate people and in line with the organisational policy.
- Is able to access, send and receive email, use Kronos rostering system relevant to role and locate key policies, protocols and resources via the intranet.
- Uses social media responsibly and respectfully at all times.
- Complies with legislative requirements related to documentation and information pertaining to consumers, team members and the operations for all Rural Northwest facilities.
- Utilise information technology as appropriate in the performance of the role.

Personal and Professional Development:

- Keeps up to date with mandatory education requirements for the role.
- Maintains practice within framework established by legislation, national and state policy.
- Recognises areas of strength and areas for development.
- Takes part in personal development plans with manager &/or educator.
- Participate in essential or mandatory training annually.
- Shares knowledge willingly.

Key selection criteria:

Essential

1. Registered Nurse with a minimum of 3 years experience.
2. Knowledge of adult education principles.
3. Sound clinical skills and passion for clinical education.
4. Knowledge of contemporary clinical care issues across aged, acute and community health.
5. Ability to work autonomously and meet strict deadlines.
6. Strong organisational skills that reflect the ability to perform and prioritise multiple tasks seamlessly with excellent attention to detail.
7. Excellent written and verbal communication skills, including computer skills.
8. The ability to complete reports and
9. Strong interpersonal skills and demonstrated collaboration with an inter-disciplinary team.
10. Demonstrated ability to interact with team members and students from different educational levels and cultural backgrounds.
11. Commitment to and willingness to participate in continuing training and education related to area of employment.

Certificates, licenses and registrations:

- Current registration as a nurse with AHPRA.
- Current employee police check (dated within 12 months of commencement date).
- Current employee Working with Children's check.
- Current drivers license.

Other requirements:

- Must provide current evidence of immunisation history and/or serology results

Employee declaration:

I declare that I understand the position description and the requirements of this position. I declare that I have the capabilities to fulfil the key responsibility areas of this position.

I understand that the information provided in this document is a general outline and does not encompass all aspects of the position.

Employee signature _____

Employee name (please print) _____ **Date** _/___/___