

Position Description – Registered Nurse – District Nursing

Position	Registered Nurse – District Nursing
Classification	YQ1 (District Nurse Level 1) or above, as determined by experience
Award	<i>Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2024-2028</i>
Reports to	District Nurse Team Leader
Direct reports	NA
Key relationships	Team members, consumers, inter-disciplinary team members.
Hours of Work	As per individual contract of employment.

About Rural Northwest Health

Rural Northwest Health employs approx. 300 team members across the campuses of Warracknabeal, Beulah and Hopetoun.

Rural Northwest Health is focused on caring and supporting people to be healthy and living a full life. Our organisation is committed to delivering our strategic goals for 2020 - 2025:

- Our care – we will focus on safety, quality and accessibility in delivering healthcare across our community.
- Our team – we will focus on our culture, skilling our team and ensure we have effective and fit for purpose systems to make RNH an impactful and progressive organization.
- Our partnerships – we will focus on collaboration both within and beyond the healthcare sector to meaningfully engage with our communities.

OUR VISION

Strong, healthy, vibrant
rural communities.

OUR MISSION

To promote wellness, enhance
health, and support healthy ageing.

WHAT DEFINES US



We are committed
to excellence



We listen
and collaborate



We are caring
and connected



We are friendly
and enjoy our work



We are lifelong
learners

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Position summary

The Registered Nurse – District Nursing works within their scope of practice and competence, and demonstrate clinical expertise to ensure the provision of person-centered care to consumers in a community setting.

Key responsibilities

- Undertakes, interprets and monitors the assessment of consumers' physical, cognitive and psychosocial health and wellbeing needs.
 - Plans, implements and evaluates care, interventions and treatments in line with evidence-based practice to meet fundamental and complex care needs.
 - Undertakes reassessment of consumers when changing condition/needs/deterioration are identified.
 - Works within scope of practice relevant to level of training and seeks guidance from District Nurse Team Leader when required.
 - Plans, allocates, delegates and guides the work of others within their team.
 - Provides Community Nursing Team Leader support and assist with the development and review of District Nurse documentation and procedures.
 - Plans, allocates, delegates and guides the work of enrolled nurses within their team.
 - Collects and inputs a range of assessment, care and evaluation information using paper-based and electronic systems to meet case, funding and accreditation requirements.
 - Administers and manages medications in a safe, timely manner.
 - Refers to multidisciplinary team in a timely manner and using appropriate process to ensure quality care.
 - Establishes and maintains therapeutic and professional communication.
 - Understands, contributes and guides others to achieve the Aged Care Quality Standards and/or National Standards.
 - Incorporates current evidence into care and to develop and plan improvements in care and services.
 - Identifies and implements opportunities to enhance quality of care and delivery of safe and efficient service delivery.
 - Develops learners and other team members by providing guidance, teaching, supervision and mentoring.
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Key position accountabilities

Provision of care

- Provides and maintains high-quality, safe, clinical care that is suitable for individual consumers to
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meet their health and wellbeing needs.

- Assists individual consumers to achieve activities of daily living that promotes dignity, informed choice and a life of their choosing.
 - Utilises best practice approaches in care provision.
 - Recognises and escalates changes in consumer health status/needs to the appropriate person in a timely manner.
 - Recognises and provides care within scope of practice and scope of competence and seeks assistance to support this.
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Leadership and governance

- 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 their own skills and finds help.
 - Acts in a way that values diversity.
 - Takes care when using physical resources and environment.
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Quality, 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 and near misses and responds appropriately to risks and reports from others appropriate to role.
 - Is kind to self and others.
 - Contribute to workplace safety and reduction of workplace injuries.
 - Ensure team members, clients, residents and visitors are safe and accurately report any incidents, hazards and near misses in a timely and professional manner.
 - Respond, relay and demonstrate information regarding emergency codes and support team members to respond appropriately to codes in the event of fire or other emergency.
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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.
 - Participate in essential or mandatory training annually.
 - Shares knowledge willingly.
 - Asks for help and guidance when tasks are outside experience and competence.
 - Guides and supports others to achieve team goals.
 - Takes pride in personal presentation.
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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, locate key policies, protocols and resources via the intranet.
 - 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.
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Technical/Professional Knowledge and skills

- **Formal Presentation:** presenting ideas effectively to individuals or groups when given time to prepare, delivering presentations suited to the characteristics and needs of the audience.
 - **Project management:** demonstrated achievements in managing projects with multiple partners and stakeholders; produces detailed project plans where objectives are clearly defined and action steps for achieving them are clearly specified; capacity to synthesise project status and provide timely reports; monitors performance against objectives and manages project risks and issues.
 - **Continuous Improvement:** Initiating action to improve existing conditions and processes; identifying improvement opportunities, generating ideas, and implementing solutions.
 - **Change management:** ability to clearly articulate reason for change, assess the impact of the change on individuals and the organisation, as well as implementing activities to address the impact of change. Demonstrated ability to engage with and motivate team members to embrace change in response to the key strategic projects.
 - **Data and analytics:** familiarity with health service performance data; ability to perform analysis to assess the quality and meaning of the data; ability to translate analysis and extrapolation into audience specific qualitative and quantitative reports.
 - Ability to work both independently and in a complex team environment.
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Personal Attributes and Interpersonal Skills

- **Adaptability:** Maintaining effectiveness when experiencing major changes in work responsibilities or environment; adjusting effectively to work within new work structures, processes, requirements, or cultures.
 - **Work Standards:** Setting high standards of performance for self and others; assuming responsibility and accountability for successfully completing assignments or tasks; self-imposing standards of excellence rather than having standards imposed.
 - **Stress Tolerance:** Maintaining stable performance under pressure or opposition (such as time pressure or job ambiguity); handling stress in a manner that is acceptable to others and to the organisation.
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- **Innovation:** Generating innovative solutions in work situations; trying different and novel ways to deal with work problems and opportunities.
 - **Communication:** Clearly conveying information and ideas through a variety of media to individuals or groups in a manner that engages the audience and helps them understand and retain the message.
 - **Building Strategic Working Relationships:** Developing and using collaborative relationships to facilitate the accomplishment of work goals. Working effectively and cooperatively with others; establishing and maintaining good working relationships.
 - **Negotiation:** Effectively exploring alternatives and positions to reach outcomes that gain the support and acceptance of all parties.
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Qualifications and Experience

- Current AHPRA registration as a Registered Nurse.
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Key Selection Criteria

- Registered Nurse with more than 12 months' experience.
 - Demonstrated ability to deliver safe, high-quality care relevant to experience.
 - Demonstrated ability to communicate effectively with people from a range of backgrounds.
 - Excellent written communication skills and the ability to utilise a range of software applications relevant to clinical care.
 - Excellent time management skills.
 - Demonstrated ability to assess clinical situations, think critically, make sound decisions and prioritise in a flexible and adaptable way.
 - Ability and willingness to backfill District Nurse Team Leader role and manage staff and programs.
 - Ability to work as part of an inter-disciplinary team.
 - Understanding of living and working in a rural community.
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Certificates, licences and registrations

- Current registration as a Registered Nurse with AHPRA
 - Current satisfactory employee police check (dated within 12 months of commencement date)
 - Current employee Working with Children Check
 - Current NDIS check.
 - Current driver's licence
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Other requirements

The role must be fully vaccinated for COVID-19 and 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** ____/____/____