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| JOB DESCRIPTION FORM: Dialysis Nurse – RN Level 1 |

Position title: Dialysis Nurse – RN Level 1

Reports to: Clinical Nurse Specialist

Award: Nurses

Classification: Renal Nurse Level 1

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| **About Kimberley Aboriginal Medical Services:** |

KAMS (Kimberley Aboriginal Medical Services Ltd) is a regional Aboriginal Community Controlled Health Service (ACCHS), providing a collective voice and support for a network of member ACCHS from towns and remote communities across the Kimberley region of Western Australia.

KAMS was first established in 1986 as a cooperative between the Broome Regional Aboriginal Medical Service (BRAMS) and the East Kimberley Aboriginal Medical Service (EKAMS) now the Ord Valley Aboriginal Health Service (OVAHS) with membership expanding to Halls Creek health service committee and Fitzroy Crossing community representatives. These communities saw the benefit of sharing pooled resources and collective effort in the region

KAMS provides a wide range of services including: Financial and accounting; Regional population health programs; Social and Emotional Well Being Support; Health Promotion; Information Communication Technology Support; Corporate Services; Accredited health training and education and Research.

While the major role is in regional advocacy and support for member services, KAMS also provides comprehensive primary health care services in the remote communities of Beagle Bay, Bidyadanga, Balgo, Mulan and Billiluna. In 2014 KAMS established Kimberley Renal Services Pty Ltd to manage the provision of regional renal support and dialysis services in Broome, Derby, Kununurra and Fitzroy Crossing.

KAMS is a member of the Aboriginal Health Council of WA (AHCWA – [www.ahcwa.org](http://www.ahcwa.org)) and of the National Aboriginal Community Controlled Health Organisation (NACCHO – [www.naccho.org.au](http://www.naccho.org.au)).

**Our vision** is to:

Improve the health and wellbeing of Aboriginal people in the Kimberley.

We will achieve this vision by:

* Supporting our member services to be strong, independent and effective ACCHO’s
* Ensuring we provide quality preventative and primary healthcare services to communities we service
* Providing leadership and advocacy on Kimberley Aboriginal health issues
* Ensuring we are an effective, accountable and sustainable organisation
* Building a skilled and sustainable Kimberley Aboriginal health workforce

**Our mission** is to ensure:

We are managed and controlled by Kimberley Aboriginal people, are locally and nationally recognised as an effective advocate for the Kimberley Aboriginal health sector and provide and support the provision of effective holistic and culturally appropriate primary health care services for Kimberley Aboriginal people.

We define Aboriginal Health as:

Not just the physical wellbeing of an individual, but the social, emotional and cultural wellbeing of the whole community in which each individual is able to achieve their full potential as a human being, thereby bringing about the total wellbeing of their community. It is a whole of life view and includes the cyclical concept of life-death-life.

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**Staff may not smoke while in uniform or when they are acting in an official capacity off site. Smoking is prohibited in and around all buildings, vehicles and grounds.**

[www.kams.org.au](http://www.kams.org.au/)

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| **Position Summary:** |

* Manages a client case load and delivers culturally safe nursing care in accordance with unit protocols and best practice guidelines.
* Supervise new staff and assist in their education
* Provides a holistic approach to client care, contributing to the multidisciplinary team and making referrals as needed.
* Takes a Shift Co-ordinator role
* Contributes to the development and implementation of continuous quality improvement at the Renal Health Centre

**Kimberley Aboriginal Medical Services is a smoke-free organisation and smoking is prohibited in and around all buildings, vehicles and grounds.**

**Relationships**

**Internal**

* All Kimberley Renal Services Staff
* Kimberley Aboriginal Medical Service Staff

**External**

* Visiting Nephrology Specialist
* Aboriginal Medical Services staff throughout the Kimberley
* Other members of the multidisciplinary team
* Western Australian Country Health Service (WACHS)

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| **Duty Statement and Key Responsibilities:** |

**Manages a client case load and delivers nursing care in accordance with unit protocols and best practice guidelines.**

* Delivers nursing care utilising a high level of skill in assessment, planning and implementation of dialysis care, prioritising care and initiating emergency procedures.
* Practices in accordance with Infection Control and Occupational Safety & Health procedures and policies.
* Adhere to KRS and KAMS policies and procedures at all times
* Ensure delivery of care is provided utilising Aboriginal Health Workers and Aboriginal Care Coordinator to ensure cultural safety at all times
* Evaluates and adjusts treatment parameters in relation to clients’ response to treatment and monthly blood tests, in accordance with unit policies and consultation with medical staff where necessary.
* Promotes clients’ health and independence by empowering clients and their families, through education and positive feedback.
* Is proactive in detecting potential dialysis access related problems by utilising assessment tools and equipment available and makes appropriate referrals.
* Take responsibility for own learning needs; ensuring individual yearly mandatory training is maintained and seek learning opportunities
* Ensure safe practice and compliance with unit protocols which includes the Renal Medication Administration Competency Assessment and standing orders in relation to the storage and administration of medication at the Renal Health Centre
* Adhere to the Kimberley Standard Drug List and Medicines and Poisons Act
* Follow machine maintenance regimes, monitor and seek technical assistance when necessary

**Supervise new staff and assist in their education**

* Support the role of the Aboriginal Health Worker
* Supervises the care given by new staff and acts as a clinical skills resource within their scope of practice.
* Initiates informal learning opportunities for Aboriginal Health Workers, Registered and Enrolled Nurses.
* Supervises medication preparation and administration by the Aboriginal Health Worker in accordance with unit protocols and medication certification level of the Aboriginal Health Worker.
* Provide in-services up-skilling for all staff

**Provides a holistic approach to client care, contributing to the multidisciplinary team and making referrals as needed**

* Makes referrals to other members of the multidisciplinary team.
* Takes a role in the multidisciplinary team meeting promoting a holistic approach to advocating for clients

**Coordinate the shift and support the Level 2**

* Co-ordinates the staff and clients as shift co-ordinator in the absence of Level 2 to ensure safe care and manageable workloads.
* Liaises with the driver, medical staff, and outside agencies to ensure clients attend dialysis and appointments in a timely manner.
* Responsible for ensuring KRS KAMS property is appropriately secure at all times
* Undertake higher duties in the absence of the Level 2 as required

**Contributes to the development and implementation of continuous quality improvement**

* Proactive in evaluating clinical practice and unit protocols and procedures to ensure best practice guidelines are met.
* Manages allocated portfolio and reports to Level 2 and Nurse Unit Manager
* Conducts clinical audits and initiates, plans and implements quality improvement projects under the supervision of Level 2.
* Participates in other projects as required.

**Please note that the duties outlined in this position description are not exhaustive, and only an indication of the work of the role. The organisation can direct you to carry out duties which it considers are within your level of skill, competence and training and scope of practice**

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| **Selection Criteria:** |

**Essential**

1. Holds a certificate in Nursing and a current Australian Health Practitioner Regulation Agency registration
2. At least 18 months’ current experience in haemodialysis nursing or enrolled in a recognised training program
3. Experience supervising junior staff
4. Commitment to the philosophy and practice of Aboriginal Community Control
5. Well-developed interpersonal communication and organisational skills
6. Ability to work as an effective team member and role model.
7. Ability to maintain confidentiality at all levels
8. Sound computer skills
9. “C” class driver’s licence
10. Current National Police Clearance or willingness to obtain one

**Desirable**

1. Post graduate qualification in Renal Nursing or working towards.
2. Experience in working in an Aboriginal Community Controlled Health Service.
3. Experience in working in rural and remote locations
4. A local Aboriginal or Torres Strait Islander person, with established connections to the region.

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| **Certification:** |

**The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.**

KAMS CEO

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**As occupant of the position, I have noted the statement of duties, responsibilities and other requirements as detailed in this document.**

Name of employee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Appointed: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_