



Kimberley Aboriginal Medical Services Ltd

An Organisation of Aboriginal people, for Aboriginal people; controlled by Aboriginal people.

JOB DESCRIPTION FORM

Effective date of document

POSITION IDENTIFICATION

Award Nurses

Award Type Nurses

Title: ANFPP Nurse Home Visitor

Reports to: ANFPP Nurse Supervisor

Supervision of:

Relationships – Internal

- Liaise with KAMS Population Health Unit
- Liaise with KAMS Board, CEO, Executive and Senior Managers
- Liaise with other KAMS Units

External

- Liaise and meet regularly with other government and non-government agencies and organisations where relevant and as appropriate and, as directed by the KAMS Senior Manager Population Health and ANFPP Nurse Supervisor.

Duty Statement

The Nurse Home Visitor works with the Family Partnership Worker and provides a comprehensive home visiting service to pregnant women with an Aboriginal and/or Torres Strait Islander baby and their families. The NHV works with the Family Partnership Worker to foster a culturally safe, therapeutic relationship with pregnant women and promote high level engagement and successful program outcomes.

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

Key Responsibilities

Strategic Imperatives

- Awareness and understanding of KAMS strategic plan
- Contribute in developing and implementing strategies to meeting goals set in the provision of comprehensive primary health care to the Indigenous people of the Kimberley Region Area

Clinical Care

- Provides culturally safe home visits to women who are eligible for the ANFPP and their families and works with ANFPP team members to enhance the team's capacity to remain culturally safe
- Utilizes the nursing process and delivers content at home visits in a way that maintains alignment with the client centered principles including modelling therapeutic relationships, change theory, self-efficacy, client centered, strength based and solution focused approaches.



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- Works collaboratively with teams and uses Reflective Practice in supervision to improve skills in delivering care in line with the Program model.
- Carries a case load of up to 25 clients.
- Collaboration with members of the KAMS multidisciplinary team and external services providers within government and non-government organisations to facilitate care and follow to support optimal health outcomes.

Human Resources Management

- Participate in cross-cultural education as well as assist and participate in staff induction and orientation.
- Participate in work partnership agreements.
- Be responsible for your professional development by attending relevant workshops and in-services and self-auditing to maintain professional development (CPD) as required.

Communication and Teamwork

- Maintain a positive work environment along with harmonious and cooperative relationships with fellow employees, management and clients.
- Ensure all interactions with clients and staff show appropriate responses to their needs and demonstrate the application of KAMS' code of conduct.
- Contribute to the efficient and effective functioning of the workplace in order to meet organisational objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members as required and undertaking other key responsibilities or activities as directed by your supervisor.
- Be responsible to maintaining your own professional work ethics and participate in staff meetings.

Safe Practice and Environment

- Proactively address WH&S hazards, incidents and injuries and adhere to infection control processes.
- Regularly monitor and review practices and the work environment to ensure a healthy and safe workplace in accordance with KAMS policies and procedures and legislative requirements.
- Comply with infection control standards as per KAMS policies and procedures to ensure client and employee safety.

Quality

- Identify areas for improvement and make recommendations to improve processes, quality and service delivery outcomes.
- Participate in KAMS continuous quality improvement cycles and contribute to KAMS program reviews as required.
- Comply with the KAMS incident and complaint investigation policies.

Information Management

- Maintain client file notes and medical histories in our MMEx system.
- Ensure accurate documentation of information in a timely manner.
- Maintain client confidentiality at all times.

Selection Criteria

Essential:

1. Current registration as a Nurse or Midwife with AHPRA, with a minimum 3 years relevant clinical experience;
2. Highly developed communication and interpersonal skills, liaison, negotiation and conflict resolution with people from a wide range of cultural and social backgrounds;
3. Demonstrated understanding of the principles of Primary Health Care within Indigenous Health;
4. Demonstrated awareness of and sensitivity to Aboriginal culture and history and knowledge of issues impacting on Aboriginal and Torres Strait Islander peoples;
5. Ability to work independently, and as a member of a team, with strong organisational skills and demonstrated ability to plan, manage and prioritise tasks;
6. Demonstrated high level computer skills, including experience using Microsoft Word and Excel (or similar) as well as the ability to use clinical practice software;
7. Demonstrated high standard of written skills in the preparation of detailed reports, general correspondence and documentations with an understanding of confidentiality;



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8. Preparedness to undertake and complete all ANFPP training and other workplace training as required with a willingness to travel interstate for training.
9. Current National Police Clearance or willingness to obtain one
10. Current Working with Children Check (WA) or willingness to obtain one
11. Current Driver's licence
12. Current CPR and/or First Aid Certificate or the preparedness to gain one, and
13. Current 'About giving Vaccines' (AGV) certificate or the preparedness to gain one

Desirable:

1. Experience in working in an Aboriginal Community controlled Health Service or similar complex and high risk environment
2. Post-graduate qualifications in Maternal or Child Health



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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: ____/____/____

About KAMS

www.kams.org.au

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

Our major role is in advocacy and support for our ACCHS members, in addition to KAMS being directly responsible for the provision of comprehensive primary health care in 5 remote Aboriginal community clinics at Balgo, Billiluna, Mulan, Beagle Bay and Bidyadanga. Our member ACCHS are based in Kununurra (OVAHS – Ord Valley Aboriginal Health Service), Halls Creek (YYMS – Yura Yungi Medical Service), Derby (DAHS – Derby Aboriginal Health Service) and BRAMS (Broome Regional Aboriginal Medical Service).

The KAMS Work force Support and Development Unit provides a model of integrated health education, incorporating accredited training for medical undergraduates and postgraduates, as well as support and non accredited training across the Kimberley.

KAMS is also responsible for the development and management of Renal Services for the Kimberley, including satellite dialysis services and support and coordination of local primary health care services in the provision of renal education and prevention, early detection and better management of established kidney disease and coordination of care for those in advanced stages of kidney disease.

The KAMS regional collective of ACCHS is a major employer in the Kimberley, with Aboriginal people representing more than 70% of its 300+ strong workforce. KAMS's regional support includes:

- Population Health
- Social and Emotional Well Being
- Health Promotion
- Information Technology
- Pharmacy Support and Training
- Corporate and Financial Services
- Research
- Regional Renal Services
- Undergraduate and Postgraduate Medical Training

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.