JOB DESCRIPTION FORM

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| Effective date of document | October 2019 |
| Award | 2010 |
| Award Type: | Nurses |

**POSITION IDENTIFICATION**

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| **Title: Kimberley Renal Services Vascular Access Nurse** | |
| **Reports to: Kimberley Renal Services Executive Manager**  **Supervision of: Nil** | |
| **Relationships Internal:**   * All Kimberley Renal Services (KRS) Staff * Kimberley Aboriginal Medical Service Staff   **Relationships External:**   * Visiting Nephrology Specialist * Visiting Access Surgery Team * Aboriginal Medical Services staff * Other members of the multidisciplinary team * Fresenius Medical Care * Western Australian Country Health Service (WACHS) | |
| **Duty Statement** | |
| The Vascular Access Nurse position is a clinical role responsible for management of patients within the Kimberley Renal Health Service requiring vascular access management.  This position provides direct services in the Kimberley to ensure access for clients to timely pre dialysis coordination, education and care. Furthermore, this position will coordinate and maintain the access surgical list for KRS in consultation with KRS Pre Dialysis Coordinators and Royal Perth Hospital staff.  The Vascular Access Nurse in collaboration with the KRS Pre Dialysis Coordinator’s will provide education and support for the primary health care team to ensure timely vascular access surgery is coordinated for those patients requiring renal replacement therapy.  Contribute to the ongoing development and consolidation of the Kimberley Renal Services.  Develop, implement and evaluate culturally appropriate resourcesin regard to vascular access. | |
| **Key Responsibilities** | |
| **Provide direct services for clients to ensure timely vascular access coordination, education and creation.**   * Works to deliver vascular access education to the primary health care service providers in collaboration with the Pre Dialysis Coordinators, Aboriginal Care Coordinators and other members of the multidisciplinary team. * Educate patients and family on various access types required to enable renal replacement therapy to take place. * Manage referrals and provide vascular access education in a systematic and timely manner, through nephrology clinics. * In collaboration with the primary health provider, coordinate the care of patients requiring dialysis access surgery. * Assist and attend the renal specialist clinics across the Kimberley and participate in multidisciplinary meetings. * Work closely with the Renal Services Managers, Pre dialysis coordinators, medical, local health services to provide vascular access requirement within the region. * Contribute to the provision of regular access education programs and in-service programs for local and regional health care providers. * Review and modify current, access tools and resources that assist Kimberley people and their families to understand vascular access, and it role in the pathway ahead for dialysis therapy. * Act as a clinical resource to support, mentor and develop other members of the multidisciplinary health team, including health trainees. * Support and develop multidisciplinary team approach when discussing access requirements in the region. * Contribute to the monitoring and evaluation of the Kimberley Renal Services access program , assisting where necessary to ensure responsive and appropriate services are provided * Promote the values, mission and goals of KRS and KAMS constantly work towards their achievement. * Assist in the development and review of policies and procedures. * Ensure capture of accurate health information in MMEX database, and contribute to extraction of data for reporting, audit and feedback, and other purposes as required. * Participate in ongoing professional development programs to maintain and improve service related skills and knowledge. * Work closely with the Transplant Coordinator to manage failed transplants patients that require access creation or access revision. * Work with the local vascular sonographer to ensure that pre surgery vein mapping and ultrasound has been performed on new referrals. * Provide pre and post access surgery education and support to the hospital staff holding the surgery, utilizing the access protocols and checklists. * Provide education to hospital staff regarding discharge planning and post-surgery follow up care of the patient’s access * Provide pre access theatre list and surgery attendance list to RPH Nurse Practitioner, RPH Pre Dialysis Educator, Renal Services Managers and Fresenius Medical Care where appropriate. * Monitor and report any problems/concerns with access clinics and surgery to the manager.   **Contribute to the development and implementation of a KRS continuous quality improvement framework.**   * Work with the Renal Service Managers, KAMS Quality Coordinator, Infection Prevention and Control Coordinator, OSH Coordinator to develop, maintain and contribute Continuous Quality Improvement (CQI), OSH and infection control practices within the centre’s in accordance with accreditation requirements. * Allocates staff clinical portfolios and ensure that they are maintained to a high standard to enable CQI and ensuring accreditation requirements are met. * Participates in the evaluation of clinical systems and processes to ensure services are in line with the renal mission statement, cultural needs, and CQI practices. * Comply with relevant legislation, including Equal Employment Opportunity, Disability Services and Occupational Health and Safety legislation, as well as professional standards and awards.   **Contribute to the education and skill development of staff in collaboration with the Renal Services Manager, Nephrology Educator and Primary Health Care Providers**   * Support the development of a preceptor ship program. * Contribute to staff assessment of skills in regards to vascular access. * Contribute to regular in servicing of staff as required. * Contribute to the education of Aboriginal Health Workers through the KAMS Health School delivering the renal care skills set as required. * Develop and evaluate access surgery education resources for both the client and health professionals. | |
| **Selection Criteria** | |
| **Essential:**   * Eligible for registration with the national nurses board Australia. * Experienced Registered Nurse with a minimum 5 years’ experience in the renal field. * Commitment to the philosophy and practice of Aboriginal Community Control. * Effective communication and interpersonal skills including the ability to operate within a multidisciplinary team. * Self-motivated with an ability to work independently. * Highly developed organisational, decision making and problem solving skills. * Demonstrated ability to provide effective training and education across a range of settings, including both service providers and consumers. * Ability to travel around the region as required by road and/or small planes. * Current National Police Clearance. * Current C class driver’s license. * Current knowledge of Equal Opportunity and OSH legislation.   **Desirable:**   * Postgraduate nephrology qualification. * Experience working within Aboriginal Community Controlled Health Organisations. | |
| **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 and KRS** | |
| **Kimberley Aboriginal Medical Services**  KAMS (Kimberley Aboriginal Medical Services) 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 Centre for Aboriginal Primary Health Care Training Education and Research provides a model of integrated health education, incorporating accredited training for medical undergraduates and postgraduates, pharmacy trainees and Aboriginal Health Worker trainees through to Advanced Diploma level.  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.  KAMSC's regional support includes:   |  |  | | --- | --- | | * Population Health * Social and Emotional Well Being * Health Promotion * Information Technology * Pharmacy Support and Training * Corporate and Financial Services | * Accredited Aboriginal Primary Health Care Training and Education * Research * Regional Renal Services * Undergraduate and Postgraduate Medical Training |   **Kimberley Renal Services** KRS (Kimberley Renal Services) provides specialised renal services in the Kimberley. It is a wholly owned subsidiary of the Kimberley Aboriginal Medical Service Ltd. KRS has seen rapid expansion of its services in recent years with funding from both Commonwealth and State Governments for new dialysis facilities in Derby, Kununurra and Fitzroy Crossing  Further, funding to KAMS from the WA State Government has allowed implementation various renal positions to enhance regional education in prevention, early detection and better management of chronic kidney disease; provide timely pre-dialysis education and preparation including timely placement of an access; enhance training and support for patients on home dialysis options; and create a skilled, robust and culturally safe regional renal workforce to ensure that Kimberley people with kidney disease have access to the best of care, as close to home as possible.  These comprehensive renal services are provided in partnership with the visiting nephrologist from RPH; Fresenius  Medical Care (FMC) who provide state-wide home therapies services; WA Country Health Services (WACHS); and local health service providers.  The model developed in the Kimberley is an innovative one which brings together primary, secondary and tertiary services in a culturally safe framework which aims to provide patients, families and communities with the best possible services, whilst building regional workforce capacity and providing diverse career paths for local Aboriginal people.  **Website:** [**www.kamsc.org.au**](http://www.kamsc.org.au) | |