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| **POSITION DESCRIPTION** | |
| **Position Title:** | Enrolled Nurse (Division 2) |
| **Service/Facility/Department:** | Residential Aged Care Facilities |
| **Direct Reports:** | Nil |
| **Key Relationships:** | **Internal:** Nursing Team, Personal Care Workers, all other facility staff |
| **External:** Residents families and visitors to the facility |

**Position Statement / Overall Purpose**

The overall purpose of the Enrolled Nurse (Division 2)is to work under the direct or indirect supervision of the Registered Nurse in the provision of total resident-centred nursing care. The Enrolled Nurse also works cooperatively and collaboratively with professional colleagues and other community agencies external to Anglicare Southern Queensland (Anglicare).

The Enrolled Nurse will work in accordance with the values of Anglicare and support core business by providing service, guidance and advice within this position’s specialty area.

**Position Specific Credentials, Qualifications and Other Requirements**

* Current National Police Check
* Current Practising Certificate
* Current AHPRA nursing registration
* Ability and willingness to work a 24/7 rotating roster including working on weekends and pubic holidays as required

**Key Selection Criteria**

* Demonstrated competence in nursing practice, with residential aged care experience an advantage.
* Knowledge of legislation and common law pertinent to enrolled nursing practise.
* Demonstrated superior communication and interpersonal skills.
* Demonstrated willingness to participate as a team player.
* Demonstrated commitment to continuous quality improvement and high standards of resident care.
* Ability to establish and maintain collaborative relationships with staff and residents.
* An understanding of Microsoft (Word and Outlook).

**Key Accountabilities and Responsibilities**

1. **Accountability: Provide Professional Support to Residents**

***Possess relevant clinical knowledge to effectively support residents.***

**Responsibilities:**

* Assess the individual needs of residents, and assist other members of the care team to develop and evaluate nursing strategies and a care plan reflective of the resident’s need.
* Perform nursing care utilising a planned and organised framework with minimum supervision.
* Implement planned nursing care to achieve identified outcomes.
* Demonstrate efficiency and sound judgement in identifying situations which may require contact to be made with a Registered Nurse or additional support from a Registered Nurse.

1. **Accountability: Clinical Practice**

***Perform all clinical practice under the supervision of the Registered Nurse.***

**Responsibilities:**

* Collect and report and document accurate timely resident and facility data.
* Administer medications as per current legislative requirements and in a safe and correct manner.
* Assess and report the effects of pharmacological interventions.
* Promote safe outcomes for residents and staff by recognising the potential for harm.
* Communicate effectively and reflect the ability to participate in decision-making and act as a resident advocate.
* Delegate duties to staff dependent upon their level of competence.
* Function in accordance with legislation and statutory requirements governing clinical practice.
* Proactively deliver Infection Control principles in accordance with the appropriate legislation, regulations and guidelines.
* Act as a resident advocate as required.

1. **Accountability: Assist the Registered Nurse with Service / Programme activities**

***Assist the Registered Nurse with Facility activities as required.***

**Responsibilities:**

* Use and promote effective communication and interpersonal skills.
* Participate in health promoting activities for residents.
* Liaise with residents, their representatives and staff so as the spiritual, emotional and cultural needs of residents are met.
* Contribute to maintaining high standards of clinical practice within the Residential Aged Care Facility.
* Actively participate in review of local clinical practice by involvement in clinical case conferencing and other forums.
* Use knowledge and skills to assist with ongoing improvement of the standards and profile of Anglicare.

1. **Accountabilities: Participate in learning and development activities**

***Actively participate in the Residential Aged Care Facility’s learning and development activities including personally taking part in on-the-job training.***

**Responsibilities:**

* Continuously update own knowledge of residential nursing and relevant competencies.
* Maintain up-to-date knowledge of residential resources local to the Facility and beyond.
* Participate in performance appraisals and identify learning needs and strategies for continual improvement.
* Participate in continuous quality improvement processes.
* Role model professional and organisationally aligned behaviours at all times.
* Act as a change agent when necessary through participation in staff meetings, applying innovative techniques where appropriate and sharing contemporary knowledge of professional research findings.

1. **Other Duties and Requirements**

* Maintain confidentiality, including but not limited to information relating to residents, clients and employees of Anglicare and do not disclose information during or after employment.
* Act in accordance with Anglicare’s Code of Conduct and the organisation’s policies and procedures.
* Ensure that credentials and qualifications set out in this Position Description are current at all times.
* Undertake those tasks outlined on a duties list, or any other tasks delegated to you by your manager or supervisor, provided these requirements are safe, efficient, relevant, legal and within your abilities.
* Undertake work practices in a safe manner and comply with work health and safety instructions, within relevant policies and procedures.
* Undergo relevant evaluations and assessments, as requested by Anglicare, to ensure that the physical and functional requirements of the role can be met.

**Delegation of Authority:**

* In accordance with the Anglicare Delegations of Authority Policy.