|  |
| --- |
| **POSITION DESCRIPTION** |
| **Position Title:** | Registered Nurse |
| **Service/Facility/Department:**  | Community Aged & Disability |
| **Direct Reports:**  | Nil |
| **Key Relationships:**  | **Internal:** Community Service Manager, Clinical, Registered and Enrolled Nurses, Home Care Workers, Disability Support Workers, Lifestyle staff, Administration Officers, Customer Service team. |
| **External:** Clients, clients’ families and carers, medical professionals, colleges, TAFES, universities, agency staff, referring agencies, funding bodies, education institutions, visiting doctors and allied health professionals. |

**Position Statement / Overall Purpose**

The overall purpose of the Registered Nurseis to provide comprehensive and accurate nursing assessments, case management of clients and apply clinical knowledge to implement planned care.

The Registered Nurse will work in conjunction with professional colleagues and other relevant community agencies external to Anglicare, ensuring all needs are met, thereby upholding the mission and purpose of the organisation.

The Registered Nurse will work in accordance with the values of Anglicare Southern Queensland (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 Certificate
* Current Queensland Driver Licence and own reliable vehicle
* Current First Aid Certificate with CPR
* Degree in Nursing or equivalent qualifications and experience to Registered Nurse level
* Current AHPRA registration and evidence of recent practice

**Key Selection Criteria**

* Demonstrated clinical experience within a community service (or detailed knowledge of, and transferrable skills);
* Demonstrated ability to coordinate and deliver quality nursing care, whilst working within a risk management framework and in accordance with professional standards and conduct (eg. Infection control, Codes and Competency, Standards and legislation) which impact on nursing practice.
* Proven ability to work independently with effective, time management and problem solving skills.
* Demonstrated ability to build and maintain strong relationships, open communication and a positive environment within a multidisciplinary team.
* Demonstrated active involvement in quality activities for service improvement in a clinical setting.

**Key Accountabilities and Responsibilities**

1. **Accountability: Professional Conduct**

***Perform all clinical practice in a manner that complies with all relevant legislation, common law, regulatory requirements and professional standards affecting nursing practice.***

**Responsibilities:**

* Maintain registration requirements of AHPRA and adhere to all legislative and regulatory requirements.
* Be aware of and comply with legislation and organisational requirements relating to Workplace Health and Safety and infection control.
* Individually conduct practice in a manner consistent with professional standards and ethical principles.
* Provide service to clients and carers which respects and protects their rights, maintains their privacy and confidentiality.
* Demonstrate collegiality, respect and team work within the work environment.
1. **Accountability: Clinical Knowledge and Skills**

***Possess, apply and continually develop contemporary clinical knowledge to effectively support clients and/or carers in the community when developing and delivering planned care to meet their needs.***

**Responsibilities:**

* Demonstrate contemporary nursing knowledge and skills by maintaining practice standards in alignment with professional registration requirements.
* Actively participate in professional development activities (internally and externally) to maintain contemporary nursing knowledge and skills as well as acquire new knowledge and skills.
* Complete competencies as required and record in professional development folder.
1. **Accountability: Assessment and Care Planning**

***Effectively manage care needs of a client and demonstrate effective utilisation of available resources.***

**Responsibilities:**

* Conduct and document assessments accurately, representing clients current status and requirements, while complying with Anglicare policies and procedures.
* Develop holistic and effective care plan from assessment.
* Participate in the completion of ACFI documentation and assessments.
* Identify and mobilise appropriate resources to deliver care, utilising Anglicare and agency provided services.
* Effectively communicate with clients and other key stakeholders in ongoing development and review of care delivery.
* Regularly review client’s progress against the care plan and amend as necessary.
* Network with Anglicare colleagues and other health care service providers involved in client care plans.
1. **Accountability: Direct Care Delivery**

***Personally deliver contemporary clinical care and service to clients and carers, safely and competently.***

**Responsibilities:**

* Effectively communicate with and inform clients/carers of client’s status, progress and care plan.
* Deliver care in a safe and competent manner.
* Ensure resources and knowledge of self and others is utilised to deliver care in the most optimal and timely manner.
* Document the care provided as per organisational documentation guidelines and client management systems, (provide periodic clinical reviews in the field).
* Coordinate, supervise and monitor delivery of care by care staff (including but not limited to ENs, HCWs and other support staff) and delegate tasks appropriately.
* Communicate and liaise with the clients’ GP and other Allied Health Professionals.
* Administer all medications in accordance with the Drug Health and Poisons Act and the GP’s prescribed orders.
* Coordinate hospital transfers and outside appointments.
* Participate in annual and as necessary case conferences with client’s families.
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.