

Registered Nurse, Outreach Program – Rendu House - Health Services

Position Description

Directorate:	Vinnies Services
Reports to:	Manager, Rendu House
Direct reports:	NIL
Location:	South region – based within the geographical region of the service package or service.
Primary position objective:	Deliver high quality healthcare support for clients of Rendu House, the development of referral pathways between Primary Healthcare services, including General Practitioners and Rendu House, contributing to organisational development of healthcare support systems and provide healthcare information to Rendu House staff.

The St Vincent de Paul Society is an Equal Employment Opportunity Employer

Directorate overview

This position is in the Vinnies Services directorate. The Vinnies Services directorate provides a range of evidence-based services and programs that support men, women and children experiencing poverty or disadvantage to rebuild their lives. The teams within the directorate and their functions are:

Homelessness and Housing: this team is responsible for state-wide management of excellent homelessness and housing services.

Community Inclusion: this team is responsible for state-wide management of excellent community inclusion services, including disability services.

Local Area Coordination (LAC) program: this team is responsible for delivery of the LAC program in partnership with the National Disability Insurance Agency (NDIA).

Health: this team is responsible for state-wide management of excellent health services.

Clinical governance: this role is responsible for driving accountability for state-wide provision of high quality and safe services to the people we serve.

Service innovation and business development: this team is responsible for service innovation and business development.

Accountabilities and responsibilities

The Registered Nurse, Outreach Program - Rendu House will:

- Contribute the successful implementation of the Strategic Plan in their team.
- Provide onsite and offsite support for clients of Rendu House to access healthcare services.
- Conduct client health, drug and alcohol and mental health assessments.
- Assist clients with developing healthcare treatment plans.
- Support clients who are undertaking ambulatory detox through a GP or other provider.
- Provide healthcare education and information sessions to Rendu House staff and clients as required.
- Engage in case review processes with the team and individually with the Manager, Rendu House.
- Work in partnership with other members of the Rendu House team in order to ensure quality client outcomes.
- Maintain accurate client records, case notes and other data as directed and required.
- Conduct all client interactions in accordance with Vinnies Services' policies and procedures, Person Centred Practice and the Society's AOD Model of Care.
- Assist in the development, implementation and evaluation of operational protocols, policies and procedures to support clients to access healthcare services.
- Attend and participate in Rendu House staff meetings, clinical and case review meetings, internal and external training and internal and external supervision.
- Provide reports to the Manager or other senior staff as directed.
- Participate in networking with relevant stakeholders.
- Participate in Quality Improvement and Accreditation activities as directed.
- Participate in People Potential and Growth and other performance appraisal, management and development processes.
- Act and perform duties in accordance with legislative as well as the Society requirements including in accordance with the Society's Code of Conduct.
- Liaise with General Practitioners and other Primary Health Care Providers in South Western Sydney with regards to setting up referral pathways for clients of General Practitioners and Primary Health Care services to access Rendu House.
- Participate in multidisciplinary care planning with external teams when required.
- Maintain Nurses Registration with the Australian Health Practitioner Regulation Agency (AHPRA).
- Promote evidenced-based practice through the implementation of research findings into clinical practice.
- Contribute to a safe working environment for members, staff and volunteers by implementing the Society's workplace health and safety practices.
- Contribute to the effective risk management protocols and procedures are in place to ensure compliance with legal, employment and governance requirements.

Critical Key Performance Indicators (KPIs)

- Nursing care is of a high standard.
- Establish and maintain professional and appropriate relationships with clients and/or their families/representatives.
- Documentation of clinical care is recorded accurately, objectively and within a timely manner.

- Develop holistic treatment plans.
- Develop referral pathways with General Practitioners and other Primary Health Care Providers in South Western Sydney.
- Ensure services are compliant with all relevant regulatory and quality standards.
- Ensure critical and other incidents in services are minimised.

Key working relationships

In addition to the Manager, Rendu House and their direct reports, the Registered Nurse, Outreach Program will foster close working relationships with:

- Team members, Health Services (Vinnies Services);
- Team members, Homelessness and Housing Services (Vinnies Services);
- Team members, Community Inclusion Services (Vinnies Services).

Essential criteria

Critical capabilities

There are nine capabilities expected of all employees across the Society:

- **‘People we serve’ centric:** (Level 2) Enable the delivery of high-quality services that provide a hand up for the people we serve.
- **Values based leadership:** (Level 2) Enable individuals and teams to be guided by the Society’s mission, vision, values and lay Catholic heritage.
- **Impact focus:** (Level 2) Enable others to deliver positive impact through informed decision making and efficient and effective use of resources.
- **Collaboration:** (Level 2) Enable collaboration with Conferences, directorates and teams to create opportunities, solve challenges, foster the Society’s mission and implement the Strategic Plan.
- **Change leadership:** (Level 2) Support others to engage with, and adapt to change.
- **Team performance:** (Level 2) Motivate and manage individual and team performance and develop their capabilities.
- **Digital engagement:** (Level 2) Enable and facilitate participation in virtual, dispersed teams using digital tools.
- **Innovation and improvement:** (Level 2) Encourage innovative behaviour to improve existing and new services and ways of working.
- **Financial acumen:** (Level 2) Enable others to use the Society’s resources responsibly and keep expenses within budget.

Role-specific criteria

- Current registration as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA).
- Registered General Nurse with a minimum of 3 years clinical experience in a community setting or combined community, hospital or public health environment.
- Understanding of and commitment to continuous quality improvements.
- Ability to prioritise and manage workloads according to client needs.
- Capacity to communicate effectively both verbally and in writing with clients, staff, management and external agencies.

- Experience with networking, liaison or developing partnerships with health care providers or GPs.
- Demonstrated capacity to work with people from diverse backgrounds.
- Demonstrated ability to conduct self in a professional, ethical and non-judgmental manner.
- Basic computer literacy skills including experience in computerised data collection.
- NSW driver licence (unencumbered).

Desirable criteria

- Experience working in a membership-based organisation to support and empower members and volunteers.
- Experience working in a drug and alcohol or mental health setting or demonstrated experience working with clients who have complex support needs (e.g. co-occurring alcohol and other drug dependency and mental health concern, homelessness or contact with criminal justice system).
- Demonstrated experience working in a community setting in an outreach capacity.