

POSITION DESCRIPTION

Position Title:	Registered Nurse – Out-Patients
Location:	Dunstan Hospital
Supervision:	HCA's, Students
Reports to:	Senior Nurse in Charge of Out-Patient Services
Date:	August 2024

Our Vision

To be a lead provider and educator of rural healthcare for our communities.

Primary Purpose

The Registered Nurse role meets the needs of patients & their family/whānau using contemporary nursing care which is safe, appropriate and effective. The care is based on comprehensive assessment, ensures continuity and is patient/client centred, culturally sensitive and evidence-based. Registered Nurses:

- Provide care within the scope of Registered Nurse for identified patients and their whanau
- Practise independently and in collaboration with other health professional
- Are accountable for ensuring that all health services they provide are consistent with their education and assessed competence, meet legislative requirements and are supported by appropriate standards.

LIVING CENTRAL OTAGO HEALTH SERVICES LTD VALUES

Proactively demonstrate COHSL values in all aspects of the role

- Demonstrates behaviours that we want to see from each other, at our best
- Contributes positively to a culture of appreciation, a learning culture, where people feel safe to speak up
- Contributes positively to the team and other initiatives that seek to improve patient and whanau experiences and/or staff experience of working

KINDNESS	EXCELLENCE	TRUST	CONNECTION
Kākau Māhaki	Whāia te iti kahuraki	Whakapono	Te Taukaea Takata

KEY RELATIONSHIPS

Internal	External
<ul style="list-style-type: none"> • Nurses / Health Care Assistants 	<ul style="list-style-type: none"> • Patients, Family / Whanau & Community
<ul style="list-style-type: none"> • Registered Nurse in Charge - Out Patients 	<ul style="list-style-type: none"> • General Practitioners & Practice Nurses
<ul style="list-style-type: none"> • Administration Staff 	<ul style="list-style-type: none"> • Other HNZ and Rural Hospitals
<ul style="list-style-type: none"> • Interdisciplinary Team (e.g. Allied Health) 	<ul style="list-style-type: none"> • External health providers (e.g. Aged Care Providers)
<ul style="list-style-type: none"> • Hospital Services Team 	<ul style="list-style-type: none"> • Professional Bodies & Associations (e.g. NZNO)
<ul style="list-style-type: none"> • Executive Leadership Team 	<ul style="list-style-type: none"> •

COMPETENCIES

Organisational Competencies

Patient/Client Focused	Develops positive relationships with patients/clients, treating them respectfully and as a first priority.
Integrity & Trust	Can establish credibility with clinical staff and stakeholders; Is widely trusted.
Cultural Diversity	Understands the significance of, and obligations under Te Tiriti o Waitangi. Displays cultural sensitivity and a willingness to work positively with organisational strategies to improve outcomes for Māori and all other cultures.

Role Specific Competencies

Priority Setting	Spends his/her time and the time of others on what's important; quickly zeros in on the critical few and puts the trivial many aside; can quickly sense what will help or hinder accomplishing a goal; eliminates roadblocks, creates focus.
Self-Management	Sets high personal standards and strives to achieve goals; Is proactive and displays initiative; Is resilient to change; Understands and acknowledges personal and professional limitations; Is aware of professional boundaries and code of conduct; Ability to work to deadlines to achieve outcomes.
Interpersonal Savvy	Relates well to all kinds of people - up, down, and sideways, inside and outside the organisation; builds appropriate rapport; builds constructive and effective relationships; uses diplomacy and tact; can defuse even high-tension situations comfortably.
Professionalism	Shows courtesy, respect, caring for patients and their whānau/family in all aspects of nursing practice; Demonstrates compassion.
Quality and Risk Management	Promotes a continuous improvement ethos. Contributes to and helps lead quality initiatives. Ensure a strong patient centred focus with patient safety at the fore.

PERSON SPECIFICATION

The expertise required for a person to be fully competent in the role:

	ESSENTIAL	DESIRABLE
Education and Qualifications (or equivalent level of learning)	<ul style="list-style-type: none"> Registration as a Registered Nurse with the Nursing Council of New Zealand. Hold a current Nursing Council of New Zealand Annual Practising Certificate. 	<ul style="list-style-type: none"> Competent Professional Development and Recognition Programme (PDRP) profile/portfolio or equivalent.
Experience	<ul style="list-style-type: none"> One years' post graduate (Nurse Entry to Practice or equivalent) experience, or be undertaking this currently. 	<ul style="list-style-type: none"> Experience in an equivalent clinical setting to which you are being employed into.
Knowledge & Skills	<ul style="list-style-type: none"> Advanced communication techniques such as conflict resolution, diffusion and mediation skills. Demonstrate professional accountability within scope of practice. Competent computer skills 	

Personal Qualities	<ul style="list-style-type: none"> • Have a commitment to ongoing development of nursing skills and in-service education. • Have the ability to work as part of a team. • Have ability to ‘work together’ in a collaborative manner. • Have ability to ‘work smarter’ by being innovative and proactive. • Accept responsibility for actions. • Be prepared to undertake other duties as reasonably requested by Charge Nurse, Associate Charge Nurse or Director of Nursing.
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KEY RESULT AREAS

Key Accountabilities	Examples of Successful Delivery
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Domain One: Professional Responsibility

<p>Includes accountabilities for professional, legal, ethical and culturally safe practice. This includes being able to demonstrate judgement and accountability for own actions and decisions.</p>	<ul style="list-style-type: none"> • Maintains professional portfolio and annual practice registration • Practises in accordance with legal, ethical, culturally safe and professional standards. • Maintains and develops own clinical expertise and knowledge in specific area of nursing practice. • Fosters inquiry and critical thinking amongst colleagues to advance nursing practice and patient/client care. • Participates in peer review/feedback. • Pro-actively participates in own performance development and review. • Attends educational opportunities relevant to staff nurse role and scope of practice.
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Domain Two: Management of Nursing Care

<p>Includes accountability related to the patient/ client assessment and management of nursing care that is supported by nursing knowledge and evidenced based research.</p>	<ul style="list-style-type: none"> • Uses nursing knowledge and skills to assess, plan, implement and evaluate patients/ clients/ family / Whānau health needs. • Provides direct nursing care for patient/clients to achieve best health outcomes. • Evaluates clinical outcomes and reports variance to clinical pathway, protocols or best practice guidelines. • Educates and provides information to patients/clients/family/ whānau to improve knowledge of disease/illness, self-management and prevention of complications and promotion of recovery. • Contributes to effective discharge planning and/or referral processes to health care providers and support agencies to meet identified health needs. • Accurately documents assessments of patients/clients health status, diagnosis and response to nursing and others interventions and treatments. • Applies diagnostic reasoning and professional judgement to nursing practice issues/ decisions. • Role models culturally safe nursing practice. • Fosters the provision of positive patient/client outcomes and person-centred care.
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Domain Three: Interpersonal Relationships

Includes accountability for interpersonal and therapeutic communication with clients/patients and members of the health care team.

- Collaborates and communicates with multidisciplinary team to coordinate care to achieve best health outcomes.
- Promotes effective teamwork and collaborative relationships within the multi-disciplinary team.
- Fosters the implementation of organisational, nursing goals and values.
- Promotes COHSL as a centre of excellence for nursing practice.

Domain Four: Inter-professional Healthcare and Quality Improvement

Includes accountability for evaluating the effectiveness of care and promotion of a nursing perspective within the health care team.

- Identifies situations of clinical risk and takes appropriate action to ensure a safe environment for patients/clients, families/whānau and staff.
- Contributes to evidence based nursing practice in specialty area.
- Demonstrates commitment to quality improvements, risk management and resource utilisation.
- Provides input into clinical standards / protocols and policies and undertakes clinical audits as required.
- Evaluates the effectiveness, efficiency and safety of clinical practice.
- Participates in the implementation of nursing models of care appropriate to patient/client population needs.
- Assists in the implementation of initiatives to address differential access to healthcare services for Māori.
- Acts to identify and minimise organisational risk.
- Contributes to and participates in COHSL policy development.
- Participates in case review and debriefing activities as required.

Quality & Risk

- Actively participate in quality improvement and risk management programmes.
- Demonstrates an understanding of risk, identifying emerging risks and ensuring risk mitigation action plans are developed and followed through.
- Works collaboratively with Health & Safety, Quality and Risk and Infection Control to maintain organisational standards.

- Demonstrates competence in emergency procedures, e.g. fire and CPR.
- Completes Fire, CPR training and updates regularly. Identifies, takes appropriate action and promptly reports clinical, H&S and security incidents.
- Evidence of assisting in the maintenance of ward equipment and where necessary, promptly reports unsafe or malfunctioning equipment.
- Maintains standards for safety, hygiene and medico-legal requirements.

Other Duties

- Undertaking duties from time to time that may be in addition to those outlined above but which fall within your capabilities and experience.

- You respond positively to requests for assistance in own and other areas, demonstrating adaptability and willingness.

Self-Management	
<ul style="list-style-type: none"> • Develops logical and complete plans to resolve issues. • Manages own time adopting a disciplined approach to establishing and following priorities of work. • Exhibits self-confidence. • Maintain own professional development, attend COHSL and other development opportunities. 	<ul style="list-style-type: none"> • Act as a role model for the COHSL organisational values. • Engages in appraisal and development goals. • Actively seeks feedback and accepts constructive criticism. • Relationships are developed and maintained with own peer group for robust peer review and support.
Health, Safety & Wellbeing	
<ul style="list-style-type: none"> • Recognises individual responsibility for workplace Health & Safety under the Health and Safety at Work Act 2015 • Effort is made to strive for best practice in Health and Safety at all times. 	<ul style="list-style-type: none"> • You understand and consistently meet your obligations under the organisations Health & Safety policy/procedures. • Create an atmosphere where staff support each other and workplace violence and bullying is not tolerated.
Cultural Development	
<ul style="list-style-type: none"> • Giving effect to the principles of the Treaty of Waitangi – Partnership, Participation and Protection through your day to day interactions with others. • Honouring cultural diversity 	<ul style="list-style-type: none"> • Respect, sensitivity, cultural awareness is evident in interpersonal relationships. • Our cultural differences are acknowledged by respecting spiritual beliefs, cultural practices and lifestyle choices

CHANGES TO POSITION DESCRIPTION

From time to time it may be necessary to consider changes to the position description in response to the changing nature of our work environment – including technological requirements or statutory changes.

Acknowledged / Accepted:

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Employee

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Date

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Manager

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Date