

Position Description

Position Title:	Registered Nurse		
Reports To:	Practice Manager	Work Area / Unit:	DHealth
Full/Part Time:	Part Time	Primary Location:	Cairns
Direct Reports:	Nil	Job Classification:	Commensurate with Years

About the organisation

Cape York Partnership

The Cape York Partnership is an Indigenous reform and leadership organisation that is dedicated to empowering the indigenous people of Cape York, and is focused on five key areas, or capability building blocks: education, employment, home ownership, health and culture & identity. CYP also has a strong track record on scaling its work nationally, particularly in indigenous policy (welfare reform and constitutional recognition), education (Good to Great Schools) and structural reform (Empowered Communities and Jawun). CYP is a holding company that owns eleven operating divisions as diverse as indigenous private schools (Djarragun College), an asset maintenance and construction business (Bama Services), a timber mill (Cape York Timber), a language and culture institute (Pama Language Centre) and a research and policy think tank (Cape York Institute). Corporate services (Finance, Communications, People, ICT) are provided centrally by CYP.

Djarragun College

Djarragun College is owned by Cape York Partnership and provides education to the Cape York, Torres Strait, Cairns communities. It is an Indigenous boarding school in Gordonvale (20 minutes south of Cairns). Many of our students come from disadvantaged backgrounds and, as such, suffer from poor health, psychological and social issues. At present, only a small number of our students have undergone assessments to determine learning issues and disabilities. For the school to provide effective education and deliver real outcomes we need to support our students more comprehensively - this includes addressing any barriers with regard to health and wellbeing at one end of the spectrum and enable our students to realise their full potential and achieve their goals at the other end.

D Health

In order to address the education gap that exists between Indigenous and non-Indigenous people and remove barriers to successful education, we are implementing an onsite health and wellbeing centre at Djarragun College (D Health). D Health will provide services to the student population and conduct health and wellbeing assessments through a multidisciplinary healthcare team. Based on the information obtained through the assessment process, students will be provided with specialist services and learning support and teaching staff will be provided with training and professional development. The services will also be available to the broader Djarragun College community, including staff and family members.

D Health Core Methodology of Practice

The D Health methodology of practice:

- all clients and their families are to be treated in a respectful and non-judgemental manner
- all clients and their families are to be encouraged to take responsibility for their own health and wellbeing
- the D Health team treat and educate – they are both reactionary and proactive
- the D Health team must respect the clients rights to privacy and confidentiality and adhere to all the laws
- the D Health team must only share information when it is reasonably considered beneficial to student outcomes and done within the confines of lawful consent and protocol
- the D Health team will operate at a level of 'best practice'

About the role

The registered nurse forms an integral part of the D Health multidisciplinary team. They will be responsible for working with the doctors and other healthcare professionals to ensure that clients of D health receive high quality care. They will also be required to develop strong relationships with external healthcare providers and stakeholders.

The nurse is required to actively engage as a member of the D Health team providing exceptional clinical services to the clients. They will also be required to develop strong relationships with external healthcare providers and stakeholders. The role requires effective problem solving skills and excellent interpersonal skills.

Key accountabilities

- To be accountable for all actions and performance of the nursing role
- To act in a manner that is professional and aligns with the expectations and regulations of the registered practice
- To ensure compliance with privacy and confidentiality laws and regulations
- To ensure that skills and experience align with the role and responsibilities and, in the event that there is a shortfall, be prepared to undertake learning and development
- To participate in the performance reviews and appraisal to identify any further training or career development as required

Leadership and Management

- Manage all aspects of the role of a nurse in a dynamic and innovative practice
- Provide support to the staff of D Health and Djarragun College, as, and if required
- Provide advice and feedback regarding D Health and potential areas for improvement and development.
- Assist the D Health teams to build positive work environment through inspiration and motivation.

General

- Work with a multi-disciplinary team to implement comprehensive nursing and care plans.
- Participate in activities aimed at the continuous improvement of services.
- Participate in the induction of new clients of D Health.
- Ensure a sound understanding of the D health practice, procedures and software.
- Assist the D Health Practice Manager and Case Manager to arrange appointments for students.
- Liaise with students, families, Djarragun College staff and external healthcare providers.
- Liaise with the Djarragun College transportation service and arrange for students to attend appointments with external service providers.
- Provide information and training to staff where relevant
- Attend D Health and Djarragun College staff meetings.

Nursing Duties

- Provide relevant timely and clinical support to the patients of the D Health without prejudice, discrimination or injustice.
- Obtain detailed histories of clients including liaising with family members and other Allied Health Practitioners and report this information to D Health medical practitioners
- Attend to patients medical needs and administer medication
- Monitor and report on any changes to client's conditions.
- Assist Medical Practitioners with the assessment and review of wound care
- Assist Medical Practitioners as required with the preparation of ATSI Health Checks, GP assessments and Mental Health Care Plans
- Assist with briefings regarding critical incidents / traumatic events.

Qualifications and experience

Qualifications and Skills – Mandatory:

- Current Nursing Registration with AHPRA (Australian Health Practitioners Regulation Agency)
- Current knowledge of Infection Control Guidelines
- Current knowledge of Cold Chain Management
- Current knowledge of Sterilisation guidelines
- Pathology Collection and cannulation technique
- Current knowledge of the MBS
- CPR Competency
- Current CPD Evidence
- Advanced knowledge of Microsoft Office Suite and proficient in a Medical Software package (i.e. Best Practice)
- Sound understanding of Privacy Laws and Regulations
- Professional Indemnity Insurance

Qualifications and Skills – Desirable:

- Detail orientated
- Trained in Chronic Disease Management
- Registered as an ATSI practitioner
- Minimum 3 years General Practice
- Childhood Immunisation Certificate
- Independent Immuniser Certificate
- Prior experience working with complex cases
- Works within scope of practice, never outside
- Strong conceptual, analytical and problems solving skills
- Ability to use initiative and work by orders received by relevant General Practitioner
- Actively participating in and contributing to regular staff meetings and case reviews of patient's
- Experienced in Aboriginal health, mental health and issues of addiction.

It is the responsibility of the user to be aware of, and have an understanding of this document. Should the user wish to clarify any aspect of the document they are advised to contact their line manager or the Head of People.

Employee Name:		Manager Name:	
Position Title:		Position Title:	
Employee Signature:		Manager Signature:	
Date signed:		Date signed:	