

POSITION DESCRIPTION **TEMPLATE**

POSITION TITLE	Aboriginal and Torres Strait Islander identified position. Registered Nurse (RN)
STAFFLINK POSITION NO.	
COST CENTRE	Aboriginal Health Cost Centre
CLASSIFICATION	Registered Nurse (Identified position) Nurses and Midwives
AWARD	Public Health System Nurses and Midwives (State) Award
REGISTRATION/LICENCE REQUIREMENTS	Current Driver's License
VACCINATION CATEGORY	Category A
PRE-EMPLOYMENT SCREENING CHECKS	Working With Children and National Criminal Record Check
RESPONSIBLE TO	Director Aboriginal Health, NSLHD Clinical Nurse Consultant (CNC), Aboriginal Health, NSLHD
RESPONSIBLE FOR	
PRIMARY PURPOSE OF THE ROLE	<p>The purpose of this role is to provide high quality, safe and culturally appropriate nursing care within an individualised holistic framework and within the Registered Nurse Scope of Practice. In the delivery of nursing care the Registered Nurse will work under both the direct and indirect supervision of the CNC.</p> <p>The position will work in partnership with a multidisciplinary team to achieve identified goals and outcomes.</p> <p>Communicate openly and respectfully in line with the CORE values of NSLHD</p> <p>Clinical: Actively engage with and participate in the 48 hour follow up program.</p> <p>Identify and engage Aboriginal and Torres Strait islander clients who are at risk of developing diabetes, cardiac or respiratory disease to provide health education and proactive links with chronic and complex care.</p> <p>Assist the Chronic Care Team with ongoing engagement of Aboriginal and Torres Strait Islander clients enrolled in the Chronic Disease Management Program (CDMP) and the Integrated Team Care (ITC) Program as well as support and deliver clinical services.</p> <p>Promote the principles of Primary Health Care delivery using a Social Determinants of Health Model.</p> <p>Liaise with community health, allied health and hospital staff, General Practitioners and community for the development and implementation of health related programs and initiatives.</p>

	<p>To act as an advocate to protect and promote the health of individuals and community. Ensure equitable access to services for Aboriginal and Torres Strait Islander people.</p> <p>To liaise with Government and non-Government organisations to ensure activities are coordinated and complementary of each other.</p>	
KEY ACCOUNTABILITIES <i>(Maximum of 8)</i>	<p>The incumbent will provide nursing service relief at the Bungee Bidgel Aboriginal Health Clinic and assist with planning and implementation of other programs and community health events. Part of the responsibility of the RN will be to also assist with the education and training in relation to Aboriginal Health of students and staff across NSLHD.</p>	
	<p>The RN will maintain up-to-date knowledge of clinical service delivery whilst preserving professional competency standards and ethics. The RN will complete all mandatory training and attend any lectures, tutorials, programs and development activities that management deem necessary. The RN will identify self-education needs for the development of community nursing expertise as an RN.</p>	
	<p>Provide outreach chronic disease and care coordination services to Aboriginal and Torres Strait Islander people. This will include but not limited to:</p> <ul style="list-style-type: none"> • Home visits to CDMP clients and as appropriate, in conjunction with the ITC coordinator with the ITC Program • Provide CDMP client support 	
	<p>Deliver quality, efficient and effective person centred care which meets the needs of clients and their families or carers. This will include but not limited to:</p> <ul style="list-style-type: none"> • Triage clinical phone calls/referrals • Assist with client drop ins • Post discharge care engagement as needed 	
	<p>Act as an advocate to assist clients and their families/carers make informed decisions and act as a liaison across the Local Health District (LHD) for inpatients as well as follow up any needs they might have. This will include but not limited to:</p> <ul style="list-style-type: none"> • 48 hour follow up program • Inpatient visits across the LHD. Opportunistic client visits at the Aboriginal Health Service • Assist with the planning and implementation of women's health check days and other programs 	
	<p>The RN will work according to the Departmental safe work methods and guidelines and adhere to all NSW Health and NSLHD Policies and Procedures.</p>	
KEY CHALLENGES <i>(Maximum of 3)</i>	<p>Providing services across a large geographical area and manage a busy and varying workload with competing demands and priorities.</p>	
	<p>Providing care to clients with complex care and other Social Determinants of Health.</p>	
	<p>Ensuring timely and accurate documentation.</p>	
KEY INTERNAL RELATIONSHIPS <i>(Maximum of 3)</i>	WHO	WHY
	NSLHD Aboriginal Health Service staff (NSLHD Director, CNC, ITC Co-	Support the co-ordination of services for the Chronic Care and Integrated Team Care program

	ordinator and Operations Manager)	
	Patients, carers, families and visitors	Advocacy, cultural support, health education and information
	Bungee Bidgel Aboriginal Health Clinic NSLHD	Providing nursing services.

KEY EXTERNAL RELATIONSHIPS <i>(Maximum of 3)</i>	WHO	WHY
	Commonwealth and State Government organisations	Collaboration to co-ordinate and improve access to services.
	Primary Health Networks	Effective and collaborative service delivery.
SELECTION CRITERIA <i>(Minimum of 3 maximum of 8)</i>	Consistently demonstrates behaviours that reinforce the CORE Values of our organisation; Collaboration, Openness, Respect and Empowerment. Demonstrates these behaviours with all stakeholders; colleagues, direct reports, as well as our patients and consumers, and those that care for them	
	This is an Aboriginal and Torres Strait Islander identified position. Applicants must be of Aboriginal and/or Torres Strait Islander descent and have demonstrated knowledge and understanding of Aboriginal and Torres Strait Islander cultures. Exemption is claimed under section 14d of the anti-discrimination act 1977.	
	Current AHPRA registration as a Registered Nurse.	
	Demonstrated commitment to work with and build positive relationships with Aboriginal and Torres Strait Islander, clients, families and carers.	
	Demonstrated application of professional and ethical boundaries when working within complex situations and by applying evidence based practice and critical thinking.	
	Ability to establish links with local Aboriginal and Torres Strait Islander communities to promote the importance of improving health outcomes and encourage and support the increased use of health services. This includes 715 MBS Health Assessments for Aboriginal and Torres Strait Islander people, and MBS care planning and follow-up items.	
	Demonstrated communication skills, both written and verbal.	
	Current NSW Drivers Licence	

JOB DEMANDS CHECKLIST

The purpose of this checklist is to manage the risk associated with the position in relation to the occupant. It may be used to provide information about the position to a Health Professional required to perform a pre-employment medical assessment. Identification of possible risk can also assist with the development of a training plan for the occupant to ensure the risks are minimised.

Each position should be assessed at the site as to the incumbent's (or future incumbent's) OHS responsibilities specific to the position. This form is to be completed in consultation with the manager/supervisor of the position being recruited for.

Infrequent: intermittent activity exists for a short time on a very infrequent basis
 Occasional: activity exists up to 1/3 of the time when performing the job
 Frequent: activity exists between 1/3 and 2/3 of the time when performing the job
 Constant: activity exists for more than 2/3 of the time when performing the job
 Repetitive: activity involved repetitive movements
 Not Applicable: activity is not required to perform the job

Physical Demands	Frequency
Sitting - remaining in a seated position to perform tasks	Frequent
Standing - remaining standing without moving about to perform tasks	Frequent
Walking - Floor type: even / uneven / slippery, indoors / outdoors, slopes	Constant
Running - Floor type: even / uneven / slippery, indoors / outdoors, slopes	Infrequent
Bend/Lean Forward from Waist - Forward bending from the waist to perform tasks	Occasional
Trunk Twisting - Turning from the waist while sitting or standing to perform tasks	Infrequent
Kneeling - remaining in a kneeling posture to perform tasks	Infrequent
Squatting / Crouching - Adopting a squatting or crouching posture to perform tasks	Infrequent
Leg / Foot Movement - Use of leg and / or foot to operate machinery	Infrequent
Climbing (stairs/ladders) - Ascend / descend stairs, ladders, steps	Frequent
Lifting / Carrying - Light lifting & carrying: 0 - 9 kg	Infrequent
Lifting / Carrying - Moderate lifting & carrying: 10 - 15 kg	Infrequent
Lifting / Carrying - Heavy lifting & carrying: 16kg & above	Infrequent
Reaching - Arms fully extended forward or raised above shoulder	Infrequent
Pushing / Pulling / Restraining - Using force to hold / restrain or move objects toward or away from the body	Infrequent
Head / Neck Postures - Holding head in a position other than neutral (facing forward)	Infrequent
Hand & Arm Movements - Repetitive movements of hands and arms	Occasional
Grasping / Fine Manipulation - Gripping, holding, clasping with fingers or hands	Occasional
Work At Heights - Using ladders, footstools, scaffolding, or other objects to perform work	Infrequent
Driving - Operating any motor powered vehicle	Frequent

Sensory Demands	Frequency
Sight - Use of sight is an integral part of work performance e.g. Viewing of X-Rays, computer screens	Frequent
Hearing - Use of hearing is an integral part of work performance e.g. Telephone enquiries	Frequent
Smell - Use of smell is an integral part of work performance e.g. Working with chemicals	Infrequent
Taste - Use of taste is an integral part of work performance e.g. Food preparation	Infrequent
Touch - Use of touch is an integral part of work performance	Infrequent
Psychosocial Demands	Frequency
Distressed People - e.g. Emergency or grief situations	Frequent
Aggressive & Uncooperative People - e.g. drug / alcohol, dementia, mental illness	Occasional
Unpredictable People – eg dementia, mental illness, head injuries	Occasional
Restraining - involvement in physical containment of patients / clients	Infrequent
Exposure to Distressing Situations - e.g. Child abuse, viewing dead / mutilated bodies	Occasional
Environmental Demands	Frequency
Dust - Exposure to atmospheric dust	Infrequent
Gases - Working with explosive or flammable gases requiring precautionary measures	Infrequent
Fumes - Exposure to noxious or toxic fumes	Infrequent
Liquids - Working with corrosive, toxic or poisonous liquids or chemicals requiring PPE	Infrequent
Hazardous substances - e.g. Dry chemicals, glues	Infrequent
Noise - Environmental / background noise necessitates people raise their voice to be heard	Infrequent
Inadequate Lighting - Risk of trips, falls or eyestrain	Infrequent
Sunlight - Risk of sunburn exists from spending more than 10 minutes per day in sunlight	Infrequent
Extreme Temperatures - Environmental temperatures are less than 15C or more than 35C	Infrequent
Confined Spaces - areas where only one egress (escape route) exists	Infrequent
Slippery or Uneven Surfaces - Greasy or wet floor surfaces, ramps, uneven ground	Infrequent
Inadequate Housekeeping - Obstructions to walkways and work areas cause trips and falls	Infrequent
Working At Heights - Ladders / stepladders / scaffolding are required to perform tasks	Infrequent
Biological Hazards - e.g. exposure to body fluids, bacteria, infectious diseases	Infrequent