

Position Title	Nurse Immuniser – C19 Vaccination Hubs
Directorate	Operations and Clinical Care
Department	C19 Vaccination Hubs
Unit	Not Applicable
Reports To	Senior Clinical Nurse
Agreement	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2016-2020

Position Objective

- Perform and support vaccinations for COVID-19, providing high quality client care whilst maintaining Infection and Prevention Control and client safety.
- Supervision of vaccine clinic staff, including administrative staff and other nursing staff, such as Nurse Immunisers or Nurses who are authorised to immunise under Emergency Public Health Orders.

Key Responsibilities

- Undertake eligibility screening, assessment, vaccination, and post vaccination monitoring of clients for COVID-19.
- Perform COVID-19 vaccination under current ATAGI, State & Federal vaccination guidelines and C-19 vaccine network operational guidelines.
- Ensure Infection and prevention control measures are appropriate and maintained.
- Support and advise clients regarding post vaccination advice and reporting of adverse events following immunisation.
- Provide care and treatment as required especially in the event of an adverse event following immunisation, including identification & management of acute illness and referral/transport for tertiary care, and notification to SAEFVIC and Victorian/National Vaccine Operations Centres, where required.
- Escalation of clinical concerns, where required to the GP on duty for further advice and assessment.
- Maintain knowledge, skills, qualifications, accreditations, and registrations through participation in professional development activities.
- Adequate knowledge of Strive for 5 – National Vaccine Storage Guidelines and cold chain management.
- Carry out duties in a manner that does not adversely affect their own health and safety of others by reporting all incidents and injuries as well as cooperating with any measures introduced in the workplace to improve Work Health & Safety.
- Have knowledge of, comply and adhere to all policies and procedures including IPC Health code of conduct and values.
- Work in a culturally appropriate and safe manner when interacting with diverse and disadvantaged groups.
- Perform other duties as directed, within the limits of skills, competence and training to maximise flexibility and effectiveness.

- Timely reporting of all incidents, near misses and OH&S concerns to Senior Clinical Nurse.

Key Selection Criteria

- AHPRA Registered Nurse Division 1.
- Recent clinical experience within a GP or hospital environment.
- Current CPR and Management of Anaphylaxis/AEFI Training.
- Qualification as a Nurse Immuniser, preferably with a minimum of 6 months of experience.
- Experience in working with diverse communities and providing social and mental health support.
- Demonstrated high level of communication and interpersonal skills.
- Victorian Driver's Licence.
- Current Victorian Working with Children's Check.

Other Information

- This role is subject to a satisfactory National Police History check & Working with Children's Check.

Occupational Health and Safety

- Ensure that IPC Health's Occupational Health and Safety Policy and Procedures are continually observed and complied with.
- All employees have a duty to take reasonable care for the health and safety of themselves and others affected by their actions at work, and to comply with IPC Health's OHS Frameworks.
- Regularly inspect own immediate work environment and report any incidents, hazards or near misses that can cause harm or that represent a threat to public safety to the relevant Manager or Supervisor.
- Actively participate in hazard elimination where practical.

Organisational Values

IPC Health is committed to an organisational philosophy where respect, responsiveness, fairness, creativity, quality and connectedness are core values.

IPC Health is proud to be an Equal Employment Opportunity (EEO) employer. We are committed to the safety of both our clients and staff and engaging in a diverse workforce. IPC Health encourages individuals of diverse backgrounds, including but not limited to, those from the Aboriginal and Torres Strait Islander, Culturally and Linguistically Diverse and the LGBTI community to join our workforce.

IPC Health is committed to the safety and wellbeing of all children and young people accessing our services and the welfare of the children in our care will always be given a high priority. IPC Health is committed to providing a safe environment where all children and young people feel safe and valued.

Physical Inherent Requirements

Office Duties:

- Sitting at a workstation using a computer or sitting for up to two hours at a time with breaks.

- General office-based work such as handling files, various paperwork, attending to phone calls and stakeholder enquiries.
 - Required to drive private or IPC Health owned vehicles.
 - May be required to work from different sites, including home visiting and offsite facilities.
 - Exposure to varied weather conditions.
 - Infrequent lifting and carrying of items up to 5kgs.
 - Standing and walking for periods up to an hour at a time with breaks.
 - Required to occasionally bend and reach.
- Driving:
- Work Environment:
- Carrying and Lifting:
- Standing and Walking:
- Bending and Reaching:

People and Culture Use Only

Position Number(s) TBC

Last Reviewed 28th April 2021