



feros care

Position Description

Registered Nurse (Community Services)

Stage:
Issued

Version:
11.009060

Group:
HR/Position
Description

Reports To:

General Manager Nursing Services

Employment Status:

Casual or Part Time

Grade/Award:

As per applicable Grade in Enterprise Agreement

Primary Objective:

The key purpose of this role is to undertake a variety of general nursing duties, including medication and wound management, assessment and case management to ensure appropriate care for clients.

Key Responsibilities:

Section A - Key Role Specific Responsibilities

Client Centred Care

- Encourage clients to participate in care planning
- Provide information to clients, carers and families about treatments and care
- Promote healthy active ageing by enabling and encouraging participation in each client's preferred chosen lifestyle activities'
- Build relationships with families and significant others which promote inclusion, participation and partnerships in care
- According to client needs provide comprehensive assessment, care planning, monitoring and review that incorporate the Eden principles which aims to reduce the sense of loneliness, helplessness and boredom often experienced by seniors
- Promote healthy active ageing by enabling participation in each client's preferred chosen lifestyle activities
- Ensure a high level of clinical care is delivered in accordance with the client's individual care needs, organisational policies and evidence based best practise guidelines
- Assess, implement, observe, monitor, evaluate, report and document client conditions and responses to treatment
- Administer medicines and other prescribed medical treatments to clients in accordance with legislative requirements and best practice
- Work in conjunction with other health professionals to support clients and implement care plans.
- Manage medications effectively and safely following the care plans, procedures and documenting same
- Effectively manage client pain and keep clients as pain free as possible
- Develop strong relationships with fellow staff through ongoing mentoring, professional role modelling, coaching, debriefing, sharing information and providing education
- Build and maintain professional relationships and networks through ongoing liaison with all health practitioners, health services providers and other service providers on an ongoing basis
- Work in accordance with the mission, vision, values and care principles of Feros Care, evidence best practice guidelines, funding agreements and legislative requirements

Documentation

- Create, maintain and update resident records and documentation, in accordance with quality standards, organisational policy and procedures
- Maintain Outlook diary with appointments, meetings, tasks and lists to optimise time and work priorities
- Ensure all client documentation relating to assessments, services and review are completed in accordance with legislative requirements and organisational policies and procedures

- Participate and contribute to the planning processes, policy and procedure formulation as pertains to area of responsibility
- Develop care plans, based on outcomes of an assessment, in consultation with the client and family/carer and other members of the care team
- Implement, evaluate and review client care plans to ensure client's health care needs are met and quality of life promoted
- Maintain appropriate records and documentation in accordance with the documentation and accountability manual, quality standards framework and organisational policies and procedures
- Complete paperwork to sign up new clients

Leadership

- Provision of leadership by undertaking the role of team leader, act as a resource person and provide education within scope of practice to the multi-disciplinary team
- Able to reach solutions to complex problems
- Resolve issues within the responsibilities of the role during the shift and inform the General Manager Nursing Services of any unresolved issues or areas of concern
- Implement and trial innovative approaches to care provision
- Participate in quality improvement activities by attending handover, committee membership, in-services, attendance at staff meetings and other quality forums
- Take leadership role in educating others on systems, processes, conditions and treatments

Registration

It is a condition of your continuing employment that you annually demonstrate your ability to meet the Australian Nursing and Midwifery Council (ANMC) competencies for Registered Nurses, hold current registration as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA) and provide evidence of professional development activities in order to accumulate Continuing Professional Development (CPD) points necessary for annual re-registration.

Section B - Our Common Purpose

Contribution to Culture

At Feros Care, every person plays an important role in helping us to **empower people to live their best life**. Our six core Values are the foundation of our decision making, reward, recognition and culture, which we practice every day. As part of the Feros Care team you are expected to display the following values in everything you do:

- Ensure everyone belongs and is an essential part of the Feros Community - **Everyone Matters**
- Take responsibility for your own learning and development and commit to a continuous journey of personal growth - **Life Long Learning**
- Contribute to an environment filled with energy, laughter and purpose - **Positive Energy**
- Always strive to be the best you can and surpass expectations - **Service Excellence**
- Think outside the square to inspire new ideas for excellence - **Innovative Thinking**
- Commit to professionalism and accountability - **Absolute Integrity**

Leading with Technology

Feros Care utilises technology to not only support our clients live their best lives, but it's also the way we communicate; the way we report and document; the way we learn; the way we participate and most importantly how we engage with each other. To join us you must be:

- Willing to embrace technology solutions that will not only help our clients but also allow you to learn, participate and engage with your work colleagues and the organisation
- Confident using technology such as smart phones, tablets, laptops, video conferencing, GPS and search engines to access information and support our clients
- Eager to look for new and exciting ways to support our clients with technology that will solve issues and achieve their goals

Work Health and Safety (WHS)

All Feros Care staff have a duty of care and a legal obligation to ensure that they:

- Undertake work in a manner that is not harmful to their health and safety or the health and safety of others
- Comply with the Feros Care WHS Management System requirements particularly manual handling, infection control, emergency, food safety and personal protective equipment requirements
- Attend and actively participate in WHS and other mandatory training

- Monitor workplace conditions and report:
 - Ideas which may improve health and safety
 - Any work related or personal injury or illness (where it may affect their ability to work safely)
 - Any work related incident they witness, including bullying and harassment
 - Hazards and incidents including any malfunction or inadequacies of equipment
- Correct minor hazards as applicable

All staff are encouraged to be proactive and participate in activities and programs designed to improve health and safety.

Personal Attributes and Qualities:

To be highly effective in this role you will need to identify with the following personal qualities:

- Aligns team goals with those of Feros Care, ensuring everyone understands their contribution and role
- Leads by personal example
- Rapidly builds and maintains strong collaborative, partnering relationships
- Has a friendly and cheerful demeanour
- Presents professionally at all times in dress, appearance and communication
- Has an unwavering commitment to strengthening client's independence
- Ensures clients are in the driving seat of decisions
- Considers all elements of wellness when focussing on client experience
- Embraces new technology
- Hungry to learn and build professional expertise
- Accountable for decisions and actions
- Stays true to the essence of Feros Care (culture, values, philosophy, service model) during change situations
- Champions, initiates and pilots change across Feros Care

Criminal History:

This position requires a mandatory National Police Check to be conducted if chosen to be the successful candidate. The National Police Check will be renewed every 3 years.

Essential Criteria for Position:

Essential Skills, Experience and Knowledge:

- Demonstrated clear understanding and passion for community nursing

Qualifications, Certificates and Registrations:

- Current registration as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA)
- Current CPR Certification
- Current and unrestricted Australian driver's licence
- This position requires a mandatory National Police check to be conducted if chosen to be the successful candidate. The National Police Check will be renewed every 3 years.

Essential Ability Requirements:

- Physical suitability and competence: Physical fitness including (but not limited to): manual handling, carrying, standing/sitting for long periods of time

Desirable Criteria for Position:

- Degree in Nursing
- Certificate IV in Assessment and Workplace Training
- Certificate IV in Frontline Management
- Studies in Gerontological Nursing

Summary of Specific Responsibilities

Defined of Specific Responsibilities

Responsibility

BMI DVA Nursing Review - Registered Nurse : Client Services - General

Registered Nurse (Community Services)

Defined in

Responsibility

BMI Home Care Package Review - RN : Client Services - Community

Registered Nurse (Community Services)

BMI Initial DVA Nursing Assessment - RN : Client Services - General

Registered Nurse (Community Services)

Clinical Documentation Pathway : Client Services - Health and Wellness

Registered Nurse (Community Services)

DVA 3 Monthly Nursing Review : Client Services - Health and Wellness

Registered Nurse (Community Services)

DVA Monthly Nursing Review : Client Services - Health and Wellness

Registered Nurse (Community Services)

DVA Nursing Admission Gateway : Feros Central

Registered Nurse (Community Services)

DVA Nursing Admission Gateway : Feros Central (Not Issued)

Registered Nurse (Community Services)

DVA Nursing Claiming : Client Services - Health and Wellness

Registered Nurse (Community Services)

DVA Nursing Clinical Assessment and Service Planning : Client Services - Health and Wellness

Registered Nurse (Community Services)

DVA Nursing Clinical Assessment and Service Planning : Client Services - Health and Wellness (Not Issued)

Registered Nurse (Community Services)

DVA Nursing Clinical Review and Reassessment : Client Services - Health and Wellness

Registered Nurse (Community Services)

DVA Nursing Clinical Review and Reassessment : Client Services - Health and Wellness (Not Issued)

Registered Nurse (Community Services)

Entering BMI and MUAC data in TCM- Gateway : Client Services - Health and Wellness (Not Issued)

Registered Nurse (Community Services)

Home Care Package Clinical Assessment and Service Planning : Client Services - Community

Registered Nurse (Community Services)

Home Care Package Clinical Review and Reassessment : Client Services - Community

Registered Nurse (Community Services)

Managing weight loss in at risk clients : Client Services - Residential

Registered Nurse (Community Services)

Ordering Wound Consumables : Client Services - Health and Wellness

Registered Nurse (Community Services)

Orientation - Part 3 - Community RN : Learning and Development (Not Issued)

Registered Nurse (Community Services)

Other related Team/Group based responsibilities for **Registered Nurse (Community Services)**

Incumbent Statement:

I have read, understand and accept the above Position Description for Registered Nurse (Community Services).

Signed: Date: ... / ... /

Author: Natasha Sams	Owner: Manager - People and Culture	Template: tpg/x3docgrp4.asp	Doc Id: 29844/16523	Session: 719985660	Next Review: 23/08/2020
Created: 07/12/2015	Completed: 24/08/2017	Authorised:	Reviewed: 24/08/2017		Issued: 25/08/2017

Keywords: position description

