POSITION TITLE: Registered Nurse

OPERATIONALLY RESPONSIBLE TO: Team Leader

PROFESSIONALLY ACCOUNTABLE TO: Clinical Leader (Internal)

PROFESSIONAL QUALIFICATIONS and EXPERIENCE
- RGON, RCpN, BN with a current New Zealand practising certificate
- Recent and proven clinical credibility in Hospice, palliative care or relevant specialty, e.g. community health or Oncology
- Will enrol in a Post Graduate Certificate in Palliative Care within two years of employment
- Will complete PDRP to expert level within two years of employment
- Current Driver’s License

PURPOSE OF THE POSITION:
Effectively function within the multi-disciplinary team, to meet the physical, social, emotional and spiritual needs of patients and their families/whānau, implementing interventions that meet identified needs.

FUNCTIONAL RELATIONSHIPS:
- Patients, families / whānau
- Otago Community Hospice Interdisciplinary Team members
- SDHB Palliative Care Advisory Service
- District Nursing Services
- General Practice staff
- Local Hospital services and allied health professionals
- Local Residential Health Care Providers
- Local Palliative Care services/groups
- Local nursing agencies
- Community pharmacists
- Community Organisations, ie, Cancer Society
- Other stakeholders and health professionals
PERSONAL QUALITIES:

Communication and teamwork
- Proven expert clinical assessment skills
- Self-assurance, confidence in one’s ability and the ability to instil this in others.
- Have advanced communication skills and a history of a collaborative team approach.
- Ability to demonstrate self-awareness of own processes and behaviours and how they impact on others around you, this includes an ability to respect difference whilst interacting in a productive manner with others to achieve objectives.
- To ensure there is adequate leadership and supervision for Enrolled nurses, nurse assistants, hospice aides/health care assistants, students, volunteers and staff.

Quality and Risk
- Sound understanding of risk including health and safety and infection control with an ability to identify emerging risks and develop and follow through on risk mitigation plans
- Skilled in maintaining safe boundaries and acting appropriately in all situations to protect self and patients, their families/whānau.
- OCH is a quality-accredited organisation. All staff are expected to demonstrate commitment to quality improvement and participate in the Otago Community Hospice quality programme as an integral part of the position.
- Participate in ongoing personal / professional and organisational development, including provision of education and advice (to patients, their families/whānau, colleagues, and other health professionals) and promotion of the Otago Community Hospice Palliative Care Service.

Self-Management
- Commitment to and management of own professional development.
- Ability to manage time with a disciplined approach to establishing and following priorities of work.
- Establish and maintain an effective self-care plan.

Work and Professional Approach
- Ability to design processes for managing care that derives its strength from the consensual participation of the patient, the family and the multidisciplinary team.
- Demonstrated initiative, motivated and enthusiastic, with the ability to take direction and work cooperatively to promote the philosophy and mission statement of Otago Community Hospice.
COMPETENCIES
The following competencies and key performance indicators for this position are:

- PROFESSIONAL RESPONSIBILITY -

Competency:
- Accepts responsibility for ensuring that his/her practice and conduct meet the standards of the profession and organisation.

Measurable performance:
- Accepts responsibility for actions and decision making within scope of practice.
- Recognises the impact of the culture of nursing on patient care and endeavours to protect the patients and their families’ well being within this culture.
- Understands accountability for directing, monitoring and evaluating nursing care provided by nurse assistants, enrolled nurses and others.
- Participates in professional development opportunities and appraisal process. Is responsible for maintaining annual practicing certificate.
- Demonstrates knowledge of and practices in accordance with organisational and professional standards, legislation, policies, guidelines and procedures.
- Identifies and reports situations that affect client/patient or staff health and safety. Accesses, maintains and uses emergency equipment and supplies.
- Maintains infection control principles. Recognises and manages risks.
- Practices in a way that respects the patients identity and their right to hold personal beliefs, values and goals.
- Identifies the need for and participate in professional supervision and debriefing following critical incidents.

- MANAGEMENT OF NURSING CARE -

Competency:
- Undertakes comprehensive assessments to provide planned coordinated care to achieve identified outcomes. Documents and communicates progress towards these outcomes.

Measurable performance:
- Contributes to care planning, involving patients demonstrating understanding of and respect for the patient’s right to make informed decisions. Ensures care planning processes are robust and timely.
- Undertakes assessment in an organised and systematic way, uses suitable assessment tools and methods to assist the collection of data applies relevant research to underpin assessment.
- Provides accurate, timely and concise written and spoken information to colleagues, other healthcare providers, patients and families.
- Provides education to the patient their families and appropriate others to ensure provision of safe holistic care.
- Makes appropriate professional judgement regarding the extent to which the patient is capable of participating in decisions related to his/her care.
- Coordinates follow up care requirements.
- Maintains an effective multi-cultural perspective and recognises the principles of the Treaty of Waitangi.
**- INTERPERSONAL RELATIONSHIPS -**

**Competency:**
- Practices in a negotiated partnership with the patient their family and the healthcare team.
- Implements care, which facilitates independence, self-esteem and safety of the patient and family.

**Measurable performance:**
- Establishes rapport and trust with the patient and the family.
- Develops and maintains effective relationships and acts as a resource for local health professionals, providers and agencies.
- Demonstrates a sound understanding of therapeutic and partnership principles.
- Endeavours to establish alternative communication methods when client/patients are unable to verbalise.
- Accesses an interpreter when appropriate.
- Discussions concerning client/patients are restricted to settings, learning situations and or relevant members of the health care team.
- Acknowledges family/whānau perspectives and supports their participation in services.

**- INTERPROFESSIONAL HEALTH CARE AND QUALITY IMPROVEMENT -**

**Competency:**
- Collaborates and participates with colleagues and members of the healthcare team and other organisations to facilitate and coordinate care.
- Participates in quality improvement activities and role and service development initiatives to improve standards.

**Measurable performance:**
- Maintains documents and disseminates information to provide continuity of safe holistic care.
- Participates in and promotes the development of a cohesive team which works collaboratively to achieve optimal patient outcomes.
- Ensures appropriate and timely consultation with the wider clinical team on emerging issues.
- Recognises and values the roles and skills of all members of the health care team in the delivery of care acknowledging and respecting each team members' role and contribution to patient/family/whānau.
- Participates in quality improvement activities to monitor and improve standards
- Makes appropriate referrals to other health care team members and other health related sectors on behalf of patients.
- Education and Clinical Teaching –

**Competency:**
- Assist in provision of educational needs of specialist and generalist staff
- Assist in the provision of education needs for patients and families/whānau

**Measurable Performance:**
- Utilises appropriate opportunities to undertake health education to health professionals.
- Utilises appropriate opportunities to undertake health education to patients and their families/whānau and other groups.
- Demonstrates skilled mentoring, coaching, teaching and supervision of internal/external staff and other health professionals.
- Acts as a resource providing specialist advice and education to healthcare professionals within the scope of specialty practice.
- Develops professional networks.
- Develops education programmes as necessary in collaboration with Education Coordinator.

**Note:** All Otago Community Hospice job descriptions are subject to review and may therefore be revised after consultation with the employee to suit changing service and/or professional requirements.

I have read and understood this position description.

Signed:_______________________  Date:____________________