POSITION DESCRIPTION

Position details:

Title: Research Nurse - Cancer and Blood Research

Reports to: Nurse Unit Manager – day to day operational management may be delegated to Research Nurse Co-coordinator

Date: May 2015

Purpose of position:

The Research Nurse is responsible for the day-to-day implementation of study protocols based within the department that entails having an intimate knowledge of each particular study. This will involve applying broad technical knowledge and experience to perform research tasks that may require proficiency in the specific clinical area. The Research Nurse works within the Research team under direction.

The Research Nurse upholds standards necessary to maintain rigour in clinical research. The Research Nurse acts as a resource for clinical personnel and participants by providing information concerning trials and is responsible for ensuring the primary principles of Good Clinical Practice (protection of the participant and the attainment of valid and reproducible data) are adhered to.

Service description

Duties and Responsibilities:

The Research Nurse will:

- Be responsible for recruitment, consent (as delegated) and protocol delivery for research projects.
- Be responsible for data collection, including computerised data entry, for identified research projects in consultation with medical and nurse research staff as appropriate.
- Act as an educational resource for patients and relatives regarding the conduct of research.
- Be involved in teaching & education for all staff involved with the studies.
- Ensure adherence to and knowledge of International Conference of Harmonisation (ICH) and New Zealand Good Clinical Practice (NZ GCP) guidelines when undertaking clinical trials, as well as any relevant guidelines relevant to observational research practice.

Competencies

1. Undertake subject recruitment, data collection, subject interviews, clinical assessments and blood collection (as required) for approved studies.
• Ensure full ethical consent is obtained as required by the study protocol.
• Ensure data collection is carried out in a timely manner as per study protocols, and accurate records are kept.
• Ensure participant and study confidentiality is maintained at all times.
• Correspond and liaise with study participants and other relevant individuals, as required.
• Arrange study visits and ensure participants are fully informed of details.
• Provide feedback to participants as appropriate.
• Acts as participant advocate.

2. Collaborate with the Research Team
• Ensure senior team members are kept informed of study progress including specific problems.
• Attend research meetings as required.

Key accountabilities:

Management of nursing care:

• Uses nursing knowledge and skills to assess, plan, implement and evaluate patients/clients/family/whanau health needs.
• Provides direct nursing care for patient/clients to achieve best health outcomes.
• Evaluates clinical outcomes and reports variance to clinical pathway, protocols or best practice guidelines.
• Educates and provides information to patients/clients/family/whanau to improve knowledge of disease/illness, self management and prevention of complications and promotion of recovery.
• Contributes to effective discharge planning and/or referral processes to health care providers and support agencies to meet identified health needs.
• Accurately documents assessments of patients/clients health status, diagnosis and response to nursing and others interventions and treatments.
• Applies diagnostic reasoning and professional judgement to nursing practice issues/decisions.
• Role models culturally safe nursing practice.
• Fosters the provision of positive patient/client outcomes and person-centred care.

Interpersonal relationships:

• Collaborates and communicates with multidisciplinary team to co-ordinate care to achieve best health outcomes.
• Promotes effective teamwork and collaborative relationships within the multi-disciplinary team.
• Promotes ADHB as a centre of excellence for nursing practice.
• Fosters the implementation of organisational and nursing goals and values.
### Interprofessional healthcare and quality improvement:

- Identifies situations of clinical risk and takes appropriate action to ensure a safe environment for patients/clients, families/whanau and staff.
- Contributes to evidence based nursing practice in specialty area.
- Demonstrates commitment to quality improvements, risk management and resource utilisation.
- Provides input into clinical standards / protocols and policies and undertakes clinical audits as required.
- Evaluates the effectiveness, efficiency and safety of clinical practice.
- Participates in the implementation of nursing models of care appropriate to patient/client population needs.
- Assists in the implementation of initiatives to address differential access to healthcare services for Maori.
- Acts to identify and minimise organisational risk.
- Contributes to and participates in ADHB policy development.
- Participates in case review and debriefing activities as required.

### Professional responsibility:

- Practices in accordance with legal, ethical, culturally safe and professional standards.
-Maintains and develops own clinical expertise and knowledge in specialty nursing practice.
- Fosters inquiry and critical thinking amongst colleagues to advance nursing practice and patient/client care.
- Participates in peer review/feedback.
- Pro-actively participates in own performance development and review.
- Attends educational opportunities relevant to staff nurse role and scope of practice.

### Authorities:

This position has the following delegated authority

N/A

### Direct Reports (if applicable):

N/A

### Budget Accountability (if applicable):

N/A
### Relationships:

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<tr>
<th>External</th>
<th>Internal</th>
<th>Committees/Groups</th>
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<tbody>
<tr>
<td>• Other departmental staff where research projects crossover services</td>
<td>All departmental and hospital staff as appropriate:</td>
<td>• Relevant research groups</td>
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<tr>
<td>• Representatives of study sponsors or research organisations e.g. study monitors</td>
<td>• Medical staff</td>
<td>• Other nursing groups</td>
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<tr>
<td>• Staff of other hospitals or organisations participating in multi-centred trials</td>
<td>• Nursing staff</td>
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<tr>
<td>• Research participants, their families/whanau</td>
<td>• Technical staff</td>
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<td>• Ancillary staff</td>
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<td></td>
<td>• Research staff</td>
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<td></td>
<td>• Kai Atawhai / cultural support staff</td>
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<td></td>
<td>• ADHB Research Office</td>
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### PERSON SPECIFICATION

#### Education & Qualifications

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<tr>
<th>Essential</th>
<th>Desired</th>
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<tbody>
<tr>
<td>New Zealand nursing registration</td>
<td>Post registration qualification</td>
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<tr>
<td>Competent (Level 2) practitioner in the specific clinical area</td>
<td>Proficient or Expert (Level 3 or 4) practitioner in the specific clinical area</td>
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<tr>
<td>Basic computer skills</td>
<td>Familiarity with research methodology</td>
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#### Personal Skills

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<th>Essential</th>
<th>Desired</th>
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<tr>
<td>Sound communication skills (verbal and written)</td>
<td>Ability to be on call if required</td>
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<td>Methodical, well organised</td>
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<td>Able to achieve results equally well when working autonomously or as part of a team</td>
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<td>Flexibility with hours of work</td>
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<tr>
<td>Competency</td>
<td>Description</td>
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<tr>
<td>1 Interrelationships (Team work)</td>
<td>Works effectively and co-operatively with all members of the healthcare team in a variety of settings.</td>
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<td>2 Clinical Skills</td>
<td>Role models good research practice by demonstrating integrity and rigorous personal standards. Able to translate clinical skills to a research role.</td>
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<td>3 Patient/Customer Orientation</td>
<td>Treats patients respectfully and ensures correct consent procedures followed. Places patient's interests foremost, above research recruitment issues.</td>
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<td>4 Bicultural Approach</td>
<td>Adheres to the principles of the Treaty of Waitangi when dealing with patients and other staff. Displays cultural sensitivity.</td>
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<tr>
<td>6 Communication</td>
<td>Maintains cordial and co-operative relationships with all staff and patients. Actively listen to other’s concerns. Expresses information effectively, both orally and in writing, adjusts the language and style to the recipients and considers their frame of reference.</td>
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<tr>
<td>7 Quality orientation</td>
<td>Pays attention to detail, especially with regard to data collection and recording data. Maintains excellent computerised records. Participates in audits of practice. Is receptive to appraisal of professional practice.</td>
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<tr>
<td>8 Self Management</td>
<td>Is able to work autonomously. Displays drive, energy, and enthusiasm.</td>
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WORKING FOR ADHB – EXPECTATIONS OF EMPLOYEES

CITIZENSHIP

All employees are expected to contribute to the innovation and improvement of Auckland District Health Board as an organisation. This means:

- Using resources responsibly
- Models ADHB values in all interactions
- Maintaining standards of ethical behaviour and practice
- Meeting ADHB’s performance standards
- Participating in organisation development and performance improvement initiatives
- Helping to develop and maintain Maori capability in ADHB, including developing our understanding of the Treaty of Waitangi and ways in which it applies in our work
- Raising and addressing issues of concern promptly

THE EMPLOYER AND EMPLOYEE RELATIONSHIP

We have a shared responsibility for maintaining good employer/employee relationships. This means:

- Acting to ensure a safe and healthy working environment at all times
- Focusing our best efforts on achieving ADHB’s objectives

A performance agreement will be reached between the employee and their direct manager and/or professional leader containing specific expectations.

CONSUMER/CUSTOMER/STAKEHOLDER COMMITMENT

All employees are responsible for striving to continuously improve service quality and performance. This means:

- Taking the initiative to meet the needs of the consumer/customer/stakeholder
- Addressing our obligations under the Treaty of Waitangi
- Involving the consumer/customer/stakeholder in defining expectations around the nature of the services to be delivered and the timeframe
- Keeping the consumer/stakeholder informed of progress
- Following through on actions and queries
- Following up with the consumer/customer/stakeholder on their satisfaction with the services

PROFESSIONAL DEVELOPMENT

As the business of ADHB develops, the responsibilities and functions of positions may change. All staff are expected to contribute and adapt to change by:

- Undertaking professional development
- Applying skills to a number of long and short term projects across different parts of the organisation

Undertaking such development opportunities as ADHB may reasonably require