POSITION DESCRIPTION

Generic Registered Nurse

This role is considered a core children’s worker and will be subject to safety checking as part of the Vulnerable Children Act 2014 or

Position Holder’s Name: .................................................................

Position Holder’s Signature: ..........................................................

Manager/Supervisor’s Name: .........................................................

Manager/Supervisor’s Signature: .................................................
Our Strategic Goal

We care about achieving health equity for our community.

Together, the Counties Manukau health system will work with others to achieve equity in key health indicators for Māori, Pacific and communities with health disparities by 2020.

We will measure the impact we have on healthy life years every year. This is our commitment to act and be deliberate in our choices and priorities.

This means that people will live longer healthier lives in the community.

Our Shared Values

Kind
Care for other people’s wellbeing.

Excellent
Safe, professional, always improving.

Valuing everyone
Make everyone feel welcome and valued.

Together
Include everyone as part of the team.
PURPOSE OF THE POSITION

This position is responsible for utilising knowledge and complex nursing judgement to assess health needs and provide care, and to advise and support people to manage their own health. They practice independently and in collaboration with other health professionals, perform general nursing functions and delegate to and direct Enrolled Nurses and Clinical Support Workers.

Registered Nurses may practise in a variety of clinical contexts depending on their educational preparation and practice experience. Registered Nurses may also use this expertise to manage, evaluate and research nursing practice. Registered Nurses preceptor new staff, undergraduate and graduate nurses providing education and support.

PLACE IN THE ORGANISATION
## NATURE AND SCOPE OF RESPONSIBILITIES

<table>
<thead>
<tr>
<th>Key Accountabilities</th>
<th>Standards / Achievements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Professional Responsibility</strong></td>
<td>• Accepts responsibility for ensuring that his/her nursing practice and conduct meet the standards of the professional, ethical and relevant legislative requirements</td>
</tr>
<tr>
<td>Able to demonstrate knowledge, judgement and accountability in relation to: professional, legal and ethical responsibilities and cultural safety. Promotes and environment that maximises patient’s safety, independence and quality of life and health.</td>
<td>• Demonstrates the ability to apply the principals of the Treaty of Waitangi/Te o Waitangi to nursing practice</td>
</tr>
<tr>
<td></td>
<td>• Demonstrates accountability for directing, monitoring and evaluating nursing care that is provided by enrolled nurses/nurse assistants and clinical support workers</td>
</tr>
<tr>
<td></td>
<td>• Promotes an environment that enables patient safety, privacy, independence, quality of life, and health</td>
</tr>
<tr>
<td></td>
<td>• Practices nursing in a manner that the client determines as being culturally safe</td>
</tr>
<tr>
<td></td>
<td>• Acts as a positive role model and presents a professional image</td>
</tr>
<tr>
<td></td>
<td>• Complies with Counties Manukau Health policies and procedures</td>
</tr>
<tr>
<td><strong>Management of Nursing Care</strong></td>
<td>• Provides planned nursing care to achieve identified outcomes</td>
</tr>
<tr>
<td>Able to demonstrate knowledge and uses evidence based practice in the assessment of clients and the management of nursing care</td>
<td>• Undertakes a comprehensive, accurate and ongoing nursing assessment of clients in a variety of settings</td>
</tr>
<tr>
<td></td>
<td>• Integrates relevant, comprehensive information which identifies actual and potential health problems, care needs requirements in the short and long term phases of patient illness</td>
</tr>
<tr>
<td></td>
<td>• Uses analytical skills to assess physiological, psychological and social information</td>
</tr>
<tr>
<td></td>
<td>• Ensures documentation is accurate, reflects the nursing assessment and maintains confidentiality of information</td>
</tr>
<tr>
<td></td>
<td>• Ensures the client has adequate explanation of the effects, consequences and alternatives of proposed treatment options and right to self determination</td>
</tr>
<tr>
<td>Key Accountabilities</td>
<td>Standards / Achievements</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td></td>
<td>• Acts appropriately to protect oneself and others when faced with unexpected client responses, confrontation, personal threat or other crises situations</td>
</tr>
<tr>
<td></td>
<td>• Evaluates client’s progress towards expected outcomes in partnership with clients and identifies patient/whaanau’s expectations</td>
</tr>
<tr>
<td></td>
<td>• Formulates and documents discharge planning arrangements</td>
</tr>
<tr>
<td></td>
<td>• Provides health education appropriate to the needs of the client within a nursing framework</td>
</tr>
<tr>
<td></td>
<td>• Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care</td>
</tr>
<tr>
<td></td>
<td>• Bases nursing practice on current evidence based research</td>
</tr>
<tr>
<td></td>
<td>• Maintains professional development through ongoing education</td>
</tr>
<tr>
<td></td>
<td>• Demonstrates compliance with Counties Manukau Health’s PDRP</td>
</tr>
<tr>
<td></td>
<td>• Participates in the annual Performance review process</td>
</tr>
<tr>
<td>Interpersonal Relationships</td>
<td>• Establishes, maintains and concludes therapeutic interpersonal relationships with client</td>
</tr>
<tr>
<td></td>
<td>• Practices nursing in a negotiated partnership with the client where and when possible</td>
</tr>
<tr>
<td></td>
<td>• Communicates effectively with clients and members of the health care team</td>
</tr>
<tr>
<td></td>
<td>• Acts as an advocate in conveying patient needs and responses to treatment or health professionals</td>
</tr>
<tr>
<td></td>
<td>• Identifies self and designation and establishes a positive partnership with the patient</td>
</tr>
<tr>
<td>Interprofessional health care &amp; quality improvements</td>
<td>• Collaborates and participates with colleagues and members of the health care team to facilitate and coordinate care</td>
</tr>
<tr>
<td></td>
<td>• Recognises and values the roles and skills of all members of the health care team in the delivery of care</td>
</tr>
<tr>
<td></td>
<td>• Provides support and guidance to students and new staff through orientation and peer</td>
</tr>
<tr>
<td>Key Accountabilities</td>
<td>Standards / Achievements</td>
</tr>
<tr>
<td>----------------------</td>
<td>--------------------------</td>
</tr>
</tbody>
</table>
| support              |  • Participates in quality improvement activities to monitor and improve standards of nursing and service provision  
                          • Initiates corrective action where non-compliance issues are identified  
                          • Demonstrates both written and verbal progress reporting |
| Cultural Safety & Diversity |                          |
| Commitment to the principles of Treaty of Waitangi |  • Respect, sensitivity, cultural awareness is evident in interpersonal relationships. |
| Honouring Diversity |  • Our differences are acknowledged by respecting spiritual beliefs, cultural practices and lifestyle choices. |
| Utilise Information Technology |  • Demonstrate an ability to access and use available clinical information systems.  
                                • Is conversant with applications required for specific discipline/role. For example, i.PM, Concerto, Outlook, etc.  
                                • Maintains own professional development by attending relevant IT educational programmes. |
COMMUNICATION AND INTERPERSONAL SKILLS

Will be required to interact on a regular basis with a range of Counties Manukau Health staff, patients and clients including:

Internal:

- Patient/clients- whanau/ families
- Nursing and Nursing Support Staff (e.g. Charge Nurse Managers/Nurse Educators/Clinical Nurse Specialists/Clinical Nurse Advisors/PDRP Coordinator, District/Public Health Nurses
- Enrolled Nurses/Healthcare Assistants
- Midwifery Staff: Charge Midwife Managers/Midwives
- Clinical Nurse Directors
- Director of Nursing
- Medical Staff
- Allied Health Staff
- Clinical Support Services
- Cultural Resource Units, Interpreting Services
- Health and Safety/Infection Control/ IV Service
- Other support areas of the organisation e.g. Orderlies, Security, Cleaning, Laundry Services
- General Manager/ Service Managers

External:

- Bureau Nurses
- External agencies and personnel - education /social services
- Primary Care providers-General Practice

Situations may often call for tact, diplomacy and will require information to be handled in a discreet and sensitive manner.

In conflict situations will be required to exercise sound judgement, negotiation and persuasiveness skills, toward facilitating a workable outcome.
**PROBLEM COMPLEXITY**

Will be regularly challenged by a wide range of nursing issues. There will be a requirement to be able to prioritise issues and negotiate time frames, while still providing a quality customer service.

The range of problems will be diverse and require solutions customised to meet the circumstances of the client. Therefore opportunities will arise to provide innovative options to the client based on proven outcomes.

There will be demands to meet deadlines, maintain accuracy and quality of information. Failure to do so could impact on the organisation in terms of organisational effectiveness and timeframes.

Will refer to Charge Nurse/Midwife Manager, Nurse Educator or Clinical Nurse Specialist for advice or second opinion.

**SCOPE FOR ACTION**

The RN is empowered to make decisions or recommendations relating to patient care in consultation with the Charge Nurse/Midwife Manager. Are encouraged to use initiative and problem solving skills to develop innovative approaches to issues.

Discretion is required to be exercised in releasing confidential information to the appropriate parties.

**DIMENSION OF THE POSITION**

Will be responsible to the Charge Nurse/Midwife Manager for the achievement of agreed objectives and operates within the confines of Counties Manukau Health.

**POSITIONS REPORTING IN THIS ROLE (numbers)**

Directly (numbers) : Nil

Indirectly (numbers) : Enrolled Nurses
                      Clinical Support Workers (*I.e. who will you give tasks to?*)
## PERSON SPECIFICATIONS (requirements for the role)

<table>
<thead>
<tr>
<th></th>
<th>Minimum</th>
<th>Preferred</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Qualification</strong></td>
<td>• RN with current Annual Practising Certificate</td>
<td></td>
</tr>
<tr>
<td><strong>Experience</strong></td>
<td>• One year post registration in nursing practice</td>
<td>• Experience in speciality area</td>
</tr>
<tr>
<td></td>
<td>• Effectively applies knowledge to skills and practice</td>
<td>• Has undertaken the Nurse Entry to Practice (NETP) programme if less than 1 year of post graduate practice</td>
</tr>
<tr>
<td><strong>Skills/Knowledge/ Behaviour</strong></td>
<td>• High level of written and verbal communication</td>
<td>• Service specific skills</td>
</tr>
<tr>
<td></td>
<td>• Priority setting and time management</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Problem solving and planning</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Has consolidated nursing knowledge in their practice</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Ability to work independently and be a team member</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Is able to manage and prioritise workload</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Makes use of evidence based practice</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Practices with a holistic overview of the client</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Demonstrates patient and whaanau centred care</td>
<td></td>
</tr>
<tr>
<td><strong>Personal Qualities</strong></td>
<td>• Maintains all professional requirements</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Assumes accountability and responsibility for own practice</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Ability to support others</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Personal sincerity, integrity, honesty and reliability</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Shows initiative and</td>
<td></td>
</tr>
<tr>
<td>motivation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Demonstrates commitment to participation in quality improvement initiatives</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Willingness to learn</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Empathy and respect for individuals</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
HEALTH AND SAFETY ACCOUNTABILITIES (non-management roles)
Health and Safety (H&S) is a key accountability of all Counties Manukau Health (CM Health) staff.

All CM Health Employees are responsible to:

<table>
<thead>
<tr>
<th>Zero Harm</th>
<th>Risk Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Engage in safe workplace practices and take care of the health and safety of themselves, other employees and people in the workplace</td>
<td>• Identify, evaluate and report all hazards and incidents they are aware of in the workplace</td>
</tr>
<tr>
<td></td>
<td>• Adhere to apply risk controls, identified in risk assessments, such as ‘Safe Operating Procedures’</td>
</tr>
<tr>
<td></td>
<td>• Follow safety instructions</td>
</tr>
<tr>
<td></td>
<td>• Stop work when there is an immediate risk of serious harm and notify the appropriate manager</td>
</tr>
<tr>
<td></td>
<td>• Ensure nothing they do or don’t do will cause harm to themselves or others</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Safety Management System Requirements</th>
<th>Work Safely</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Understand and follow CM Health’s Occupational Health and Safety policies, Health and Safety regulations, and personal responsibilities as outlined by these policies</td>
<td>• Report for duty in a fit state, free from the influence of alcohol or other drugs</td>
</tr>
<tr>
<td></td>
<td>• Participate in consultation activities regarding matters affecting your health, safety and wellbeing</td>
</tr>
<tr>
<td></td>
<td>• Wear the required Personal Protective Equipment when undertaking specific activities, or when in nominated areas</td>
</tr>
<tr>
<td></td>
<td>• Operate clinical or plant equipment safely</td>
</tr>
<tr>
<td></td>
<td>• Participate in relevant safety training, and maintain safety related competencies</td>
</tr>
<tr>
<td></td>
<td>• If relevant to your position, be in possession of required and current Certificates of Competency</td>
</tr>
</tbody>
</table>