Date: February 2018

Job Title: Registered Nurse

Department: As appointed

Location: Across DHB

Reports to:
- Charge Nurse Manager/Team Leader for the safety of professional practice (competent, reliable, contemporary practice) to the highest standard possible
- Through Senior Nurse for the Division to Director of Nursing & Midwifery for professional conduct, quality of practice within scope of practice as defined by Nursing Council of New Zealand.

Direct Reports: None

Functional Relationships with:
- Internal:
  - Ward/unit Nursing and
  - Medical colleagues
  - Clinical Nurse Educator
  - Clinical Nurse Specialists
  - Duty Nurse Manager
  - Allied health team
  - Household support staff
- External:
  - Patients and their families
  - Volunteers and related groups

Our Purpose, Values and Standards
At the heart of Waitemata DHB is our promise of ‘better care for everyone’. This promise statement is the articulation of our three-fold purpose to:
1. promote wellness,
2. prevent, cure and ameliorate ill health and
3. relieve the suffering of those entrusted to our care.

At the heart of our values is the need for all of us to reflect on the intrinsic dignity of every single person that enters our care. It is a privilege to be able to care for patients, whānau and our community, a privilege that is sometimes overlooked in our day to day work.

Our standards and behaviours serve as a reminder to us all about how we are with our patients and with each other.
### Purpose of RN role

To apply contemporary nursing care standards and process [assessment, planning, implementation and evaluation] to meet the needs of patients and their families to deliver safe, appropriate and clinically effective patient care. The care is based on comprehensive risk and needs assessment, ensures continuity, is client centered, culturally sensitive and evidence based.

### KEY ACCOUNTABILITY

<table>
<thead>
<tr>
<th>Practices nursing to demonstrate professional responsibility</th>
<th>EXPECTED OUTCOMES</th>
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<tbody>
<tr>
<td>• Communication</td>
<td>• Practice demonstrates effective, progressive and knowledgeable use of professional standards, ethical frameworks, cultural safety/sensitivity and relevant legislated requirements. Nurse accepts responsibility for safety and quality of nursing practice and conduct. Accepts accountability for action, omissions and commissions. Policies are adhered to e.g. confidentiality, privacy and Codes of Conduct.</td>
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<tr>
<td>• Cultural Safety</td>
<td>• Nursing practice is provided in a culturally safe manner and supports the principles of the Treaty of Waitangi/Te Tiriti o Waitangi: protection, participation and self-determination. Practice takes into consideration Te Whare Tapa Wha. The client determines care as culturally safe.</td>
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<tr>
<td>• Management of Nursing Care</td>
<td>• At all times applies the nursing process: skilled assessment, planning, implementation of best practice and evaluation. Directs, monitors and evaluates nursing care that is provided by nurse assistants, enrolled nurses and others. Delegation is appropriate.</td>
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<tr>
<td>• Management of the Environment</td>
<td>• The environment is managed to achieve client safety, independence, quality of life and health. Individual responsibility for Workplace Health and Safety under the Health and Safety at Work Act 2015 is recognized and appropriate action taken.</td>
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### Management of nursing care to the highest professional standard possible to provide patient focused care

<p>| • Practice reflects competence in technical skills required to meet patient needs in the clinical practice area (see service technical competencies). |
| • All patients/clients receive a comprehensive and accurate nursing assessment to identify needs and risks/ early warning signs that will affect care plans and interventions required. Practice demonstrates skill in clinical health assessment in the clinical setting: Health history physical examination, risk assessment, diagnostic tests, psychosocial needs, cultural and learning needs. Is alert to the early warning signs and acts proactively. |
| • Nursing care is provided in a reliable way, to meet needs in a timely manner, according to a documented care plan and the technical competencies for the specialty. |
| • All practice interventions are managed in a safe and appropriate manner and according to best practice guidelines. e.g. administration of interventions, treatments, medications |
| • Documentation is accurate and maintains confidentiality of information |
| • Handover of patient care needs is managed skillfully i.e. each shift, discharge planning |
| • The patient has appropriate explanation of the effects, consequences and alternatives of proposed treatment options |</p>
<table>
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| **continued**                            | - Nursing action is appropriate to protect the nurse and others when faced with unexpected client responses, confrontation, personal threat or other crisis situations  
  - Patient/client progress/outcomes are evaluated in partnership with the client  
  - Health education is appropriate to the needs of the patients/clients within a nursing framework  
  - Evaluation/reflection on the effectiveness of nursing care is undertaken with peers to achieve improvement  
  - Identify patient’s readiness to learn and implements teaching appropriately |
| **Interpersonal relationships**          | - Relationships with patients is appropriate and therapeutic to achieve agreed health outcomes, supporting: Good customer service skills; maintaining boundaries; partnership; caring; consistent with DHB values  
  - Communication is effective with patients, family/whanau and members of the health care team in all interactions  
  - Environment is managed to facilitate calmness so the patient/client can make sense of what is happening for them |
| **Interprofessional health care and quality improvement** | - Relationships with colleagues and allied health team is professional, positive and collaborative to facilitate and co-ordinate care that achieves health outcome.  
  - Professional approach recognizes, respects and values the roles and skills of all members of the health care team in the delivery of care  
  - Clinical safety is a key priority in practice. Completes orientation, undertakes inservice education, uses the policies and procedures to guide practice. Action is taken improves quality of care and practice (best practice, audit, corrective action) improves the standards of nursing practice |
| **Professional development**             | - The Health Practitioner Competence Assurance Act obligations are adhered to: maintains competence, updates knowledge, undergoes competence assessment and annually reaps for a practicing certificate  
  - Complies with the WDHB Professional Development & Recognition Programme (PDRP) without prompting. Presents portfolio as per policy requirements. Annually seeks peer review and completes the competence update and appraisal processes as required.  
  - Undertakes on-going learning i.e. inservice, self-learning, study days, post graduate learning |
### KEY ACCOUNTABILITY

| To recognise individual responsibility for workplace Health & Safety under the Health and Safety at Work Act 2015 |

### EXPECTED OUTCOMES

Contribute to a safe and healthy workplace at WDHB by:

**All Employees**
- Following & complying with H&S policies & processes & applying them to their own work activities, including using/wearing Personal Protective Equipment as required.
- Participating in activities directed at preventing harm & promoting well-being in the workplace
- Identifying, reporting & self-managing hazards where appropriate
- Early and accurate reporting of incidents at work and raising issues of concern when identified.

**Note:** This job description forms part of an individual’s contract of employment and must be attached to that contract.

Content reflects competencies / requirements of Nursing Council of New Zealand

**VERIFICATION:**
Employee: ________________________________
Department Head: ________________________________
Date: ________________________________
PERSON SPECIFICATION

POSITION TITLE: Registered Nurse

EXPECTATIONS

| Qualification | • RCPN, RGON, BHSC registered in New Zealand  
|               | • Current annual practising certificate in New Zealand |
| Experience    | • Recent relevant acute clinical practice experience  
|               | • All registered nurses who are new graduates must be attached to a specific programme offered by the Nursing Development Unit (NDS) |
| Skills/Knowledge/Behaviour | • Nursing knowledge and skill learned in a formal education programme; technically competent with core treatment practices  
|               | • Is aware of contemporary standards and has reputation of providing good nursing care, demonstrating professional responsibility and accountability  
|               | • Reputation for nursing care is patient focused care; and provided to the highest professional standard possible.  
|               | • Demonstrated confident collaborative approach in team practice  
|               | • Able to work under direction, but also take initiative where clinical judgment suggests therapeutic intervention. Seeks guidance and supervision  
|               | • Sensitive and constructive in responding to the needs of individuals and groups  
|               | • Continues education to develop skills and knowledge in the provision of nursing care  
|               | • Demonstrated ability to share clinical knowledge with others  
|               | • Understands the importance of good relationships in ensuring continuity of care: hospital and community care |

Personal Attributes

1. Personal Attributes
   • Mature, positive, proactive and enthusiastic attitude  
   • Possesses a good sense of humour  
   • Strong and self-reliant  
   • Awareness of how Health and Safety impacts on an organisation  
   • Seeks advice and guidance from colleagues and other disciplines as required  
   • Self-directed and motivated  
   • Innovative, takes initiative in patient focused approach to practice  
   • Displays drive and energy and persists in overcoming obstacles  
   • Articulate, good presentation skills  
   • Committed to own professional and personal development  
   • Receives and processes constructive feedback related to own performance  
   • Able to influence without conflict, accepts constructive feedback  
   • Culturally safe practice

2. Teamwork
   • Sensitive and constructive to others  
   • Seeks out opportunities to support others in achieving goals  
   • Strong teamwork reputation, confident collaboration and inclusive of colleagues  
   • Resilience, flexible and willing to work across a range of clinical settings  
   • Is able to manage conflict constructively

3. Self-Management
   • Recognises and respects individual differences  
   • Develops positive working relationships with patients, whanau, staff and managers  
   • Upholds confidentiality, behaves with integrity and discretion  
   • Positive professionally mature
4. **Communication skills**
- Demonstrated strong written and verbal communication skills
- Sets high standards and strives to achieve challenging goals
- Copes well under pressure, is resilient to change and understands personal limitations
- Is able to communicate effectively on the phone and via computer and face to face with a variety of people
- Is able to communicate without engendering conflict
- Excellent communicator
- Articulate, good presentation skills

5. **Learning**
- Makes effective decisions within appropriate timeframes and levels of responsibility
- Escalates issues appropriately
- Knows where to go and when to ask for help
- Accepts constructive feedback