POSITION DESCRIPTION

Position Title	Graduate Registered Nurse/Midwife
Position Number	As per rotation
Department	Education
Classification	Registered Nurse/Midwife Grade 2 Yr1 – YP2
Agreement	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2016-20
Reports to:	Nurse Unit Manager

Position Purpose:

Graduate Registered Nurse who provides and is responsible for the clinical care of patients, including mothers and babies.

Department / Unit Specific Overview

Graduate Nurse Program runs for twelve months. Graduate will participate in rotation through the In-patient Unit (IPU) and Ballarat Health Services (BHS) for exposure to neo-natal department and the birthing suite for more births and high risk births.

- Acute Services - In-patient Unit — 18 bed acute unit covering medical, surgical, paediatric, palliative, midwifery, oncology and Urgent Care Centre

Our Values

Integrity	We value integrity, honesty and respect in all relationships
Excellence	We value excellence as the appropriate standard for all services and practices
Community	We respect the dignity and rights of our community and acknowledge their beliefs, regardless of their cultural, spiritual or socioeconomic background
Working Together	We value equally all people who make a contribution to EGHS to achieve shared goals
Learning Culture	We strive to continually lead and develop through education, training, mentoring and by teaching others.

Organisational Context

East Grampians Health Service is a rural health service located in Ararat and Willaura in Western Victoria and is an integral part of a thriving community that is committed to quality services providing health and wellbeing to people of all backgrounds.

Serving a diverse community, East Grampians Health Service delivers an extensive range of acute, residential, home and community based services. We strive to continually improve our services to best meet the needs of our patients, residents and the community.

Our Vision

To be leaders in rural health care

Our Strategic direction

EGHS strategic plan 2019-22 mirrors the Victorian Government Health 2040; Advancing Health, Access and Care guidelines and is underpinned by our organisational values and behaviours - 'improving our communities health and quality of life through strong partnerships and by responding to changing needs'. We incorporate our opportunities through Better Health, Better Access, and Better Care, which are pivotal in achieving our vision of being 'leaders in rural health care':

BETTER HEALTH

- A system geared to prevention as much as treatment
- Everyone understands their own health risks
- Illness is detected and managed early
- Healthy neighbourhoods and communities encourage healthy lifestyle

BETTER ACCESS

- Care is always there when people need it
- More access to care in the home and community
- People are connected to the full range of care and support they need
- There is fair access to care

BETTER CARE

- Target zero avoidable harm
- Healthcare that focuses on outcomes
- People are active partners in care
- Care fits together around people's needs

Organisational Responsibilities

- Be aware of and work in accordance with EGHS policies and procedures, including:

  Victorian Public Sector - Code of Conduct
  Confidentiality, Security and Management of Information - SOPP 24.02
  Hand Hygiene - SOPP 70.18
  Occupational Health and Safety - SOPP 72.09
  Person Centred Care - SOPP 60.20
  Safety - SOPP 72.13
  Performance Development policy - SOPP 35.27
  Risk Management - SOPP 74.01

- Be respectful of the needs of patients, visitors and other staff and maintain a professional approach in all interactions, creating exceptional experiences.
- Be aware of the National Safety and Quality Health Service Standards and all other standards as it relates your area of work and associated accreditation.
- Undertake other duties as directed that meet relevant standards and recognised practice.

- Agree to provide evidence of a valid employment Working with Children Check and provide the necessary details for East Grampians Health Service to undertake a national Police check.
- All staff are expected to identify and report incidents, potential for error and near misses and supports staff to learn how to improve the knowledge systems and processes to create a safe and supportive environment for staff and patients.
- Contribute to a positive and supportive learning culture and environment for health professional students and learners at all levels.
- Participate in all mandatory education and orientation sessions as outlined by EGHS.
- East Grampians Health Service is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination.

EGHS reserves the right to modify position descriptions as required. Staff will be consulted when this occurs.

Responsibilities and Major Activities

- Promotion of Graduate Nurse Program
- Responsible for ensuring that clinical practice and delivery of care is consistent with the Nursing and Midwifery Board of Australia Standards for Practice for a Registered Nurse/Midwife.
- Accepts responsibility for own actions, recognises limitations in practice and abilities and seeks input from more experienced clinicians and help as necessary
- Provide physical, emotional and environmental assistance for patients, residents or clients
- Plans, delivers, evaluates and reviews nursing care in partnership with the medical practitioner, patient/resident, their families/carers and the multidisciplinary team
- Prioritises workload based on needs, acuity and optimal time for intervention
- Demonstrate accurate, complete and up-to-date documentation in line with EGHS policies and maintain a high documentation standard of all staff within the designated area
- Contributes to and supports the usage of best evidence to drive patient care
- Ensure that all patients, residents, clients, visitors and staff are treated with respect, dignity and courtesy in an environment that is free from harassment and discrimination

Key Performance Indicators

Key performance measures are how you the applicant will be measured as to meeting the responsibilities of the position listed above. These will be measures will be used as a part of the Personal Development Plan (PDP) to be commenced within the first six months of the appointment and then to be reviewed on an annual basis.

- Consistent delivery of nursing care against identified need
- Patient's confidence in the knowledge and skills of the nurse/midwife
- Evidence of accurate and appropriate documentation where required

Key Selection Criteria

Essential Criteria:

- Recent completion of a Bachelor of Nursing/Midwifery
- Current Registered Nurse/Midwife with the Australian Health Practitioner Regulation Agency.
- Well-developed interpersonal skills and the ability to work as part of a team
- Commitment to a high standard of personal appearance and conduct that is clean, neat, tidy, punctual and respectful in language and manner towards staff, patients, residents and visitors

- Commitment to flexibility in clinical rotations and innovation in practice including an evidence based approach to care.
- Demonstrated sound level of clinical nursing skills and the ability to work safely and effectively within the designated area(s).
- Demonstrated well-developed written and verbal communication, co-ordination and organisational skills
- Demonstrated ability to contribute and practice collaboratively as part of a multidisciplinary team
- Self-motivated and committed to personal development and growth as part of graduate nurse program
- Demonstrate excellent computer literacy skills for use within the designated area
- Current drivers licence

Must comply to having or completion of:

- National Police Check (renewed every 3 years)
- Working with Children Check (renewed every 5 years)

Desirable Criteria

- Knowledge of aged care standards, accreditation and funding.

Acknowledgement

Employee Signature:
Employee Name: Date:

Manager Signature:
Manager Name: Date:

Developed Date: **November 2020**
Developed by: **Training and Development Manager**