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| **Position Title** | Registered Nurse Dialysis |
| **Position Number** | N5936 |
| **Department** | Dialysis |
| **Classification** | Registered Nurse Grade 2  |
| **Agreement**  |  Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024 - 2028  |
| **Reports to:** | Manager of Perioperative Services  |

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| **POSITION DESCRIPTION** |  |

**Position Purpose:**

To provide safe and excellent nursing care to patients receiving Haemodialysis.

**Department / Unit Specific Overview**

The EGHS Perioperative Department offers a wide range of services to meet the needs of the local community and the surrounding region. Perioperative services include two operating theatres, a 6 bay day procedure unit, central sterile supply department, a 4 bay recovery room and a renal dialysis suite. We offer a range of surgical procedures performed by visiting surgeons. These include; general surgery, gynaecology, ophthalmology, orthopaedics, urology, dental, ear nose and throat, caesarean section and certain emergency surgeries.

**Our Values**

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| **Description: Description: S:\Health Information Management\EGHS Icons\EGHS_Integrity.jpg** | **Integrity** | We value integrity, honesty and respect in all relationships |
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| **Description: Description: S:\Health Information Management\EGHS Icons\EGHS_Excellence.jpg** | **Excellence** | We value excellence as the appropriate standard for all services and practices |
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| **Description: Description: S:\Health Information Management\EGHS Icons\EGHS_Community.jpg** | **Community** | We respect the dignity and rights of our community and acknowledge their beliefs, regardless of their cultural, spiritual or socioeconomic background |
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| **Description: Description: S:\Health Information Management\EGHS Icons\EGHS_Working_Together.jpg** | **Working Together** | We value equally all people who make a contribution to EGHS to achieve shared goals |
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| **Description: Description: S:\Health Information Management\EGHS Icons\EGHS_Learning_Culture.jpg** | **Learning Culture** | We strive to continually lead and develop through education, training, mentoring and by teaching others. |

**Organisational Context**

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

Serving a diverse community, EGHS 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, consumers and the community.

**Our Vision**

East Grampians Health Service will improve the health, wellbeing and the quality of life for our community.

**Our Purpose**

To meet people’s health needs through leadership, strong partnerships and wise use of resources.

**Strategic Actions**

See [Strategic Plan 2023 – 2027](https://intranet.eghs.net.au/Files/Publications/EGHS%206pp%20DL%20Strategic%20Plan%20%282023-27%29.pdf).

**Organisational Responsibilities**

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

[Victorian Public Sector - Code of Conduct](http://intranet.eghs.net.au/Files/Human%20Resources/Victorian%20Public%20Sector%20-%20Code%20of%20Conduct.pdf)

[Confidentiality, Security and Management of Information - SOPP 24.02](http://intranet.eghs.net.au/Files/Policies/CONFIDENTIALITY%2C%20SECURITY%20AND%20MANAGEMENT%20OF%20INFORMATION%20-%20SOPP%2024.02.pdf)

[Hand Hygiene - SOPP 70.18](http://intranet.eghs.net.au/Files/Policies/HAND%20HYGIENE%20-%20SOPP%2070.18.pdf)

[Occupational Health and Safety - SOPP 72.09](http://intranet.eghs.net.au/Files/Policies/OCCUPATIONAL%20HEALTH%20AND%20SAFETY%20-%20SOPP%2072.09.pdf)

[Person Centred Care - SOPP 60.20](http://intranet.eghs.net.au/Files/Policies/PERSON%20CENTRED%20CARE%20-%20SOPP%2060.20.pdf)

[Safety - SOPP 72.13](http://intranet.eghs.net.au/Files/Policies/SAFETY%20-%20SOPP%2072.13.pdf)

[Performance Development policy - SOPP 35.27](http://intranet.eghs.net.au/Files/Policies/PERFORMANCE%20DEVELOPMENT%20POLICY%20-%20SOPP%2035.27.pdf)

[Risk Management - SOPP 74.01](http://intranet.eghs.net.au/Files/Policies/RISK%20MANAGEMENT%20-%20SOPP%2074.01.pdf)

[Child Safe – SOPP 57.24](https://intranet.eghs.net.au/Files/Policies/CHILD%20SAFE%20-%20SOPP%2057.24.pdf#search=57%2E24)

* Be respectful of the needs of patients, consumers, 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 to 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. Also provide a National Disability Insurance Scheme (NDIS) worker check or the necessary details (if required).
* 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, consumers and visitors
* 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**

* To provide haemodialysis to clients in the dialysis unit.
* To participate in and help co-ordinate client care in a holistic and patient centred manner and based on best practice guidelines.

**Key Performance Indicators**

These KPI’s will be used as a part of your Personal Development Plan (PDP) to be commenced within the first six months of appointment and then reviewed on an annual basis.

* **Demonstrates practice within the Vision, Mission and Values of EGHS.**
	+ *Function in accordance with legislation, professional standards and practice guidelines.*
	+ *Work collaboratively with all Perioperative unit staff at EGHS and other departments and outside services.*
	+ *Where appropriate Leads, directs and supervises staff ensuring a high standard of resident care is delivered.*
	+ *In partnership with other RN’s accepts the responsibility for the outcomes of nursing care practice in the unit.*
	+ *Addresses practices that are not consistent with practice guidelines, policies and procedures and evidence based practice*
* **Demonstrates leadership and application of knowledge to operate within the agreed budget for the Department and facility and the organisation’s Financial Management framework.**
	+ *Demonstrates efficient use of resources.*
	+ *Ensures that appropriate levels of stock are maintained.*
	+ *Demonstrates sound computer skills*
* **Demonstrates understanding, application of knowledge and implementation of the organisation’s clinical governance framework to ensure the provision of high quality health care through continuous improvement***.*
* *Demonstrate a commitment and involvement in relevant accreditation processes*
* *If required monitor and mentor graduate nurses progress in relation to assessment and competencies*
* *Ensure all legislation pertaining to curricula, records and documentation are complied with*
* *Actively promote and participate in quality improvement activities.*
* *Comply with EGHS integrated risk management framework.*
* *Actively participate in the monitoring and audits related to the NSQHSS standards.*
* **Demonstrates commitment to personal and professional development and participate as an active member of a team.**
	+ *Assist and support the professional growth and development of staff within the facility.*
	+ *Assist and encourage staff to pursue education opportunities.*
	+ *Develop knowledge of contemporary nursing standards.*
	+ *Maintains current knowledge to ensure best practice is used to develop new procedures and policies.*
* **Demonstrates knowledge and application of skills to ensure the organisation’s information management goals are met.**
* *Possesses the ability to use EGHS information systems.*
* *Demonstrate ability to critically analyse and effectively utilise data to support and improve care and service delivery.*

*Demonstrated computer skills with programs such as word and excel*

* **Demonstrates knowledge and understanding of legislation and maintenance of a safe environment for employees, consumers and visitors**

**Facilities and Equipment**

* Responsible for the reporting of any malfunctioning equipment and/or facility to the manager.

**Occupational Health and Safety**

* Ensure compliance culture with “No Lift”.
* Attendance at Mandatory in-service sessions on emergency procedures.
* Accident/incidents are appropriately documented in timely manner and relevant preventative action taken.

**Equal Employment Opportunity**

* Adhere to EGHS Equal Employment Opportunities policies and practices.

**Privacy and Confidentiality**

* Ensure that the affairs of EGHS, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of EGHS.

Key Selection Criteria

**Essential Criteria:**

* Current Registered Nurse with the Australian Health Practitioner Regulation Agency.
* At least two years experience working as a Registered Nurse
* An interest in acquiring haemodialysis skills and knowledge An interest in chronic disease management
* Availability to attend a week of training in Melbourne provided by the Royal Melbourne Hospital during the training period.
* Demonstrated advanced clinical nursing skills including the ability to undertake physical assessments within scope of practice.
* Demonstrated well developed written and verbal communication, coordination and organisational skills.
* Well-developed interpersonal skills and the ability to work as part of a small team.
* Demonstrated computer skills.
* Proficiency in IV cannulation

Must comply to having or completion of:

* National Police Check (renewed every 3 years)
* Working with Children Check (renewed every 5 years)
* Immunisation requirements (annually)

**Desirable Criteria**

* Previous dialysis experience
* Chronic disease management experience

**Acknowledgement**

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| Employee Name |
| Employee Signature | Date |
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| Manager Name |  |
| Manager Signature  | Date |
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| Developed Date (MM,YY) |  |
| Developed By Name | Developed by Title |