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| **Position Title** | Breast Care Nurse |
| **Position Number** | N5819 |
| **Department** | Community Services |
| **Classification** | Community Health Nurse / RN – YW7 |
| **Agreement** | Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024 - 2028 |
| **Reports to:** | Director of Community Services |

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| **POSITION DESCRIPTION** |  |

**Position Purpose:**

The role of the Breast Care Nurse is to provide information and ongoing support relating to all aspects of breast care for women with breast cancer. The Breast Care Nurse will clarify or reinforce information and provide continuity of care throughout the continuum of care, including diagnosis, treatment, rehabilitation follow up and palliative care.

**Department / Unit Specific Overview**

Community Nursing is a part of the broader Community Services Department which is located at the Ararat campus, we provide community nursing across the catchment area of Ararat Rural City. Community Nursing includes Palliative Care, Community Nursing, Hospital In The Home, Hospital Admission Risk Program (HARP), Home Care Packages and specialist nursing programs. Each program area aims to provide, support, awareness and education that enables community members to have a better understanding of their own health issues and take greater responsibility for improving their own health outcomes.

**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(2023-27).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,%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 specialised breast care, information, education and support to clients relating to breast cancer in accordance with evidence based clinical practice guidelines
* Collaborate with members of the multidisciplinary team and relevant service providers to coordinate the delivery of client-orientated, specialised support services across the care continuum, to clients and families
* Provide expert clinical advice and clinical leadership on evidence based breast care services to nursing staff and allied health.
* Provide education and in-services to EGHS employees on breast health / care
* Participate in and enhance the professional development of self and others using research and evidence based concepts
* Develop Continuous Quality Improvement activities to further improve the service and quality of care provided at EGHS
* Coordinate the ‘*Look Good, Feel Better*’ *program at EGHS 2 times per year.*
* Collect and document patient information on the EGHS client data base
* Development of educational resources for students and for mandatory education
* Participate in any other tasks as directed by the Director of Community Services

**Key Performance Indicators**

Key performance indicators are how you, the applicant will be measured, as to meeting the responsibilities of the position listed above. These 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.

* Provision of monthly report to the Director of Community Services
* Promotion of multidisciplinary care

Key Selection Criteria

**Essential Criteria:**

* Registered Nurse Division 1 with AHPRA, Nursing and Midwifery Board of Australia
* At least five (5) years post registration experience in surgery or oncology
* Demonstrated skills in the planning, implementation and evaluation of education programs
* Proven ability to provide leadership and act as an education resource for senior management and staff
* Excellent communication, negotiation, organisational and time management skills
* Demonstrates commitment to ongoing professional development
* Current drivers licence and the ability to travel for work purposes
* Relevant post graduate qualifications in breast care nursing or cancer nursing, or willingness to complete further studies to obtain this.
* Demonstrated organisation and planning skills.
* Demonstrated commitment to quality reporting and improved health care outcomes.
* Demonstrated ability to work in and with a multidisciplinary team.

Must comply to having or completion of:

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

**Desirable:**

* Experience in the development and delivery of education programs to clients, carers, community and health professionals
* Working towards or currently holding post-graduate qualifications in the Oncology field

**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 |  |