

<b>POSITION TITLE</b>	Registered Nurse (RN) Graduate Nurse
<b>DEPARTMENT</b>	Nursing
<b>REPORTS TO</b>	NUM
<b>DIRECT REPORTS</b>	Not applicable
<b>AWARD</b>	Nurses and Midwives (Victorian Public Health Sector) Single Interest Employer Agreement 2024 – 2028
<b>CLASSIFICATION</b>	Dependant on qualifications
<b>DATE OF PD CREATION/AMENDMENT</b>	November 2024
<b>CREATED/AMENDED BY</b>	HR Support

### ***Our Vision is “Caring for Our Community”***

#### **POSITION OBJECTIVE**

The primary objective of this role is to provide an opportunity for a graduate nurse to make the transition from student to beginning practitioner.

A Registered Nurse demonstrates competence in the provision of nursing care as specified by the registering authority's licence to practice, education preparation, relevant legislation standard and codes and context of care. The RN is required to work as a productive member of an interdisciplinary team to provide person centered care. It is expected the RN will work within their scope of practice and demonstrate a comprehensive level of assessment, care planning, practice and evaluation in the provision of care to clients and their significant others.

The RN practises independently and interdependently assuming accountability and responsibility for their own actions and delegation of care to enrolled nurses and health care workers. Delegation takes into consideration the education and training of enrolled nurses and health care workers and the context of care.

#### **RESPONSIBILITIES & PERFORMANCE INDICATORS**

To make the transition from a student to beginning practitioner, always working within their scope of practice, utilising evidence based practice and maintaining high standards of nursing care.

Provision of person centred care;

- Undertake comprehensive assessment on admission, at the beginning of each shift and at times of clinical change
- Undertake care planning for clients is to be based around the client's needs, goals, wishes and values and encompassing the physical, psychosocial, cultural and spiritual dimensions
- Deliver a comprehensive level of care to a case load of clients in line with the care plan
- Monitor, evaluate and review goals of care with the client
- Practices appropriate and defensible documentation
- Ensures relevant clinical information is communicated in a timely and confidential manner
- Engage in discharge and transfer planning, ensuring the client and significant others are informed and ready

Critical thinking and analysis;

- Expected to base practice on evidence and challenge tradition
- Contribute to research, evaluations and quality activities
- Will undertake a portfolio in the work area
- Will precept/coach students and new staff in the delivery of person centred care
- Engage in reflective practice

Collaborative and therapeutic practice;

- Develops sound therapeutic partnerships with clients
- Demonstrates a sound level of skill in communication
- Is able to provide information to patients and significant others in line with their needs and capacity

- Ensure that care is provided in a safe environment by assessing risk, planning interventions and promptly reporting risk/problems
- Works positively and productively with staff from all areas of the health service
- Keeps up to date and follows organisational policy, procedures and guidelines

Professional practice;

- The RN will work within a legal and ethical framework
- Take responsibility to ensure a comprehensive level practice knowledge in the area of clinical practice
- Will work within own scope of practice
- Works under direction from senior staff
- Under national registration it is the responsibility of the RN to provide evidence of CPD and may be audited by AHPRA at any stage
- The RN is to adhere to the Australian Nursing and Midwifery Council (ANMC) Code of Ethics for Nurses in Australia and the ANMC Code of Professional Conduct for Nurses in Australia

## **QUALIFICATIONS**

Essential;

- Bachelor of Nursing or equivalent qualification

## **KEY SELECTION CRITERIA**

- Comprehensive assessment, care planning, care delivery and evaluation skills
- Understanding of the concept of person centred care
- Sound level of communication skills
- A preparedness to engage in precepting/coaching students
- Commitment to collaborative practice and productive working relationships
- Ability to reflect on own practice

## **OCCUPATIONAL HEALTH & SAFETY**

All REDHS employees have a responsibility to take all reasonable care to prevent incident or injury to themselves or to others in the workplace. Employees are expected to learn and follow approved policies and procedures that apply to their work.

All REDHS employees share responsibility for occupational health and safety (OH&S) with specific responsibilities and accountabilities allocated to positions with REDHS organisational structure.

All REDHS employees also have responsibility to the National Safety and Quality Standards (NSQHS) ensuring the effective and safe delivery of healthcare services.

Any employee who fails to meet their obligations concerning health and safety may, depending on the circumstances, face disciplinary action up to, and including dismissal.

Employees have a responsibility to comply with all relevant OH&S management system Policies, Procedures and programs. This includes REDHS Injury Management Policy and Procedure.

Specific employee responsibilities include:

- Looking after their own health and safety and of others in the workplace.
- Following safe work practices and using personal protective equipment as required.
- Participate in OH&S consultation and OH&S training initiatives.
- Report any accidents, incidents, injuries, 'near miss incidents, safety hazards and dangerous occurrences, assist with any investigations and the identification of corrective actions.
- Cooperate with managers and supervisors so that they can meet their OH&S responsibilities.

- Don't willfully interfere with or misuse anything provided in the interest of health and safety or willfully put anyone at risk.
- Perform only those tasks for which they have received appropriate training and instruction.
- Ensure that they understand and comply with those responsibilities which apply to them while performing their duties at the workplace.
- Participate in emergency evacuation exercises.

To ensure a healthy and safe work environment for employees and our clients, smoking is not permitted on hospital grounds, in buildings and offices, or in any vehicle.

## **HEALTH SERVICE POLICIES AND PROCEDURES**

It is every employee's responsibility to access and have knowledge of the relevant policies and procedures that relate to their employment. All REDHS policies and procedures can be accessed on the REDHS Intranet site.

## **"THIS IS ME"**

'This is Me' is a philosophical approach to how we provide care to patients and interact with other customers, including colleagues. This is Me is based on the principles of respect, value of the individual, and the need to deliver service in an environment that supports peoples' physical, emotional, social and psychological needs utilising Montosorri actions. This is Me is underpinned by a culture of collaboration and partnership and all staff of REDHS are required to adhere to these principles.

## **RISK MANAGEMENT**

REDHS promotes an Organisational philosophy that ensures risk management is an integral part of corporate objectives, plans and management systems. Staff are to be accountable for risk management through organisational, team and individual performance objectives that are within their span of control.

## **PERFORMANCE MANAGEMENT**

It is a condition of employment that employees participate in the Performance Review process—as outlined in the Graduate Handbook.

## **QUALITY IMPROVEMENT**

Each employee has a responsibility to participate and commit to ongoing quality improvement activities.

## **EMPLOYMENT PRINCIPLES**

REDHS is committed to the employment principles that reinforce the public sector values. These principles ensure:

- Employment decisions are based on merit and employees are treated fairly and reasonably
- Employees have a reasonable avenue of redress against unfair or unreasonable treatment
- Equal employment opportunity is provided
- Human Rights are upheld in accordance with the Charter of Human Rights and Responsibilities Act 2006

## VALUES & BEHAVIOURAL GOALS

Employees are required to comply with REDHS Values. The way we behave in the workplace and the manner in which we undertake our job is as important as how we perform the tasks for our role. We expect that all employees will embrace the REDHS Values and demonstrate these in their daily work.

<b>R</b>	<b>Reliability</b>	Being trustworthy and performing consistently well
<b>E</b>	<b>Engagement</b>	Working collaboratively with people to address issues and create opportunities to bring about positive change
<b>D</b>	<b>Diversity</b>	Understanding that each individual is unique and respecting our individual differences
<b>H</b>	<b>Hospitality</b>	Receiving and treating all people in a warm, friendly, generous way
<b>S</b>	<b>Sustainability</b>	Meeting our current needs without compromising the ability of future generations to meet their needs

## ADDITIONAL REQUIREMENTS

This position description is subject to review and amendment at any time, as appropriate and approved by the relevant Manager. Any such amendments will be made in consultation with the affected employee(s).

Appointment is subject to a satisfactory Staff Immunisation clearance and a satisfactory Police Records Check, Working With Children Check and where required an NDIS Worker Screening Check prior to commencement.

Statements included in this Position Description are intended to reflect the general duties and responsibilities of this position and are not to be interpreted as being all inclusive.

An interim performance development and review discussion will occur with the employee's manager within three months from the commencement date and annually thereafter. Performance reviews are intended to be a positive discuss, outlining the key roles and responsibilities in the Position Description. The performance review discussion provides an opportunity to clarify the role, revise key performance activities and identify any objectives or goals for the year ahead.

## ACCEPTANCE OF THE POSITION

I understand, agree to and accept the role as outlined in accordance with this position description.

Name		Date	
Signature			