

# Position Description

| POSITION DETAILS         |                                                                                     |                     |                    |
|--------------------------|-------------------------------------------------------------------------------------|---------------------|--------------------|
| <b>Position Title</b>    | Registered Nurse                                                                    |                     |                    |
| <b>Reports to</b>        | Clinical Nurse Manager and Residential Aged Care Manager                            |                     |                    |
| <b>Business Function</b> | Residential Services                                                                | <b>Salary Grade</b> | Registered Nurse   |
| <b>Direct Reports</b>    | NA                                                                                  | <b>Band / Level</b> | Level 2, PP1       |
| <b>Indirect Reports</b>  | Personal Care Workers and Personal Care Assistants for mentor support and guidance. | <b>Location</b>     | Northern Territory |

| REPORTING RELATIONSHIPS           |                                                                                                                                                                                                                 |
|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Internal Key Relationships</b> | Consumers / residents within our care and their families/relatives<br>Clinical Governance & Education<br>Operational Team Members and Front-Line Leaders<br>General Practitioners / Allied Health Professionals |
| <b>External Key Relationships</b> | Collaborate with third parties providing services to the organisation<br>Hospital / Ambulance and other Health Support Services                                                                                 |

| OUR ORGANISATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| ARRCS work began in 2014 with aspirations to improve the quality of life for people living in regional and remote areas of Australia. Today, our commitment remains stronger than ever. We provide support to people across the Northern Territory through Residential Aged Care and Disability Services, Mental Health support, Childcare and Regional Home Care services and School Nutrition programs. We take a holistic approach, and a deep respect for all Elders and Aboriginal Cultures is at the heart of our work. |

| OUR COMPANY VALUES                                                                             |                                                                          |                                                                                                             |                                                                                              |                                                          |
|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|----------------------------------------------------------|
| Compassion                                                                                     | Respect                                                                  | Justice                                                                                                     | Working Together                                                                             | Leading Through Learning                                 |
| Through our understanding and empathy for others, we bring holistic care, hope and inspiration | We accept and honor diversity, uniqueness and the contribution of others | We commit to focus on the needs of the people we serve and to work for a fair, just and sustainable society | We value and appreciate the richness of individual contributors, partnerships, and teamwork. | Our culture encourages innovation and supports learning. |

| PURPOSE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| <p>The Registered Nurse (RN) using best practice evidence delivers person-centred nursing care in collaboration with individual/s and the multidisciplinary health care team. Provides clinical and team leadership, supervision and support for less experienced clinicians and support workers to achieve people focused quality care in line with the ARRCS mission.</p> <ul style="list-style-type: none"> <li>Promote a consultative and collaborative approach to person centred care planning including participation by the individual and/or the individual's representative.</li> <li>Ensure resident care is assessed, planned, and implemented, and progress is evaluated in accordance with the ARRCS model of care and takes into consideration everyone's physical, social, emotional,</li> </ul> |

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- spiritual and clinical needs.
- Develop, implement, monitor, and review care plans to meet a person's health care needs and to promote quality of life.
- Ensure reported changes or concerns in a person's condition are acted upon appropriately.
- Provide nursing care within the scope of clinical practice.
- Monitor and delegate personal care given by other staff in accordance with scope of practice in the ARRCS Medication Manual.
- Assist individuals to participate in programs and recreational related activities.
- Safely transport individuals on an as required basis, as approved.
- Assist with orientation of new staff as required.
- Assist in research relevant to clinical matters.
- Assist in ensuring the service meets all accreditation standards.
- Report all complaints to the Clinical Nurse Manager, or in absence of to the Residential Aged Care Manager.

## KEY RESPONSIBILITIES

### Operations

- Promote a consultative and collaborative approach to person centred care planning including participation by the individual and/or the individual's representative.
- Ensure resident care is assessed, planned, and implemented, and progress is evaluated in accordance with the ARRCS model of care and takes into consideration everyone's physical, social, emotional, spiritual and clinical needs
- Develop, implement, monitor, and review care plans to meet a person's health care needs and to promote quality of life.
- Ensure reported changes or concerns in a person's condition are acted upon appropriately.
- Provide nursing care within the scope of clinical practice.
- Monitor and delegate personal care given by other staff in accordance with scope of practice in the ARRCS Medication Manual.
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### Leadership, Teamwork & Communication

- Model interpersonal and professional behaviours consistent with ARRCS Values and Code of Conduct.
- Contribute to service planning in line with ARRCS Strategic Directions.
- Act and communicate in a responsive, respectful, and professional manner at all times when dealing with ARRCS staff or external parties and facilitate collaborative working relationships.
- Develop and maintain networking relationships with relevant ARRCS teams and staff to remain abreast of all legislation, regulations, codes and standards applicable to service delivery.
- Maintain confidentiality on all issues related to ARRCS, clients and colleagues.

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## **Nursing Scope of Practise**

- Practice as a Registered Nurse in accordance with the Nursing and Midwifery Board of Australia
- Professional Standards for Practice, Code of Professional Conduct, and Code of Ethics for Nurses, to deliver professional competent care in line with public expectations.
- Undertake nursing interventions that are appropriate to the level and scope of practice, including identification and management of clinical risk, assessment, planning and implementation in collaboration with individual/s and multidisciplinary health care teams to achieve expected health and wellbeing goals.
- Collect and report on individual's clinical information in a timely manner, maintain confidentiality and accurate health care documentation to ensure necessary information is available to meet legal and ongoing care requirements.
- Adopt the principles of the nursing and midwifery delegation and supervision framework when supporting staff within the workplace to deliver safe competent care.
- Work in collaboration with the individual, their carers other healthcare team members/colleagues to provide a person-centered environment and communicate effectively about nursing outcomes in a timely manner to support the provision of people focused quality care

## **Organisation Sustainability**

- Monitor and work to, agreed service delivery and/or budget and/or staffing targets.
- Prepare records and reports, as required in accordance with ARRCS policies and procedures.
- Ensure the responsible use of resources and effective and efficient disposal of waste.
- Share any opportunities identified by the team for innovative or improved service delivery with the relevant manager or coordinator.

## **Professional Development**

- Ensure performance and ongoing professional development for the service team is consistent with ARRCS policies and processes.
- Provide support, advice and issues resolution for the team to achieve optimal outcomes.
- Effectively monitor team members' performance as required.
- Actively participate in professional and performance development processes to meet own career and industry needs.
- Foster methods to strengthen links between ARRCS and the community, and between ARRCS services

## **Continuous Quality Improvement and Compliance**

- Continuous improvement - Ensure daily duties are carried out to ensure quality services are delivered
- through:
  - Ongoing continuous improvement and compliance to clinical standards
  - Adherence to ARRCS organisational policies, procedures, administrative and documentation requirements.
  - Adherence to relevant legislation, regulations, codes of practice and standards;
- Work Health and Safety - Ensure your own safety and the health and safety of other.
- Maintain a safe and healthy workplace and work practices through supervision and ensuring staff have the necessary information to perform work safely.
- Model Towards ZERO harm behaviours by implementing ARRCS Workplace Health, Safety and
- Rehabilitation policies, guidelines and procedures, consulting with staff and continuous improvement of workplace health and safety performance.

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- Risk Management- Identify and report, all relevant risks according to the ARRCs Safety Risk Management Policy

## Personal Accountability

- Compliance with ARRCs's values, code of conduct, policies and procedures and relevant government legislation and standards where relevant.
- Cooperate with strategies to actively ensure the safety, protection and well-being of elderly and children who come into association with us.
- Ensure appropriate use of resources.
- Work collaboratively with ARRCs employees and external stakeholders in accordance with ARRCs's values and professional standards of behaviour.
- Actively participate in initiatives to maintain, build upon and promote a positive and collaborative workplace.
- Actively participate in initiatives to meet Reconciliation Action Plan and empowering of First Nations people within our employment and for those we serve in our positions.
- Identify opportunities to integrate and work collaboratively across teams.
- Take reasonable care for your own health and safety, and health and safety of others (to the extent required).
- Promote a positive safety culture by contributing to health and safety consultation and communication.
- Promptly respond to and report health and safety hazards, incidents and near misses to line management
- Attend mandatory training sessions (i.e., equal employment opportunity, health, and safety) and mandatory training specific to position.

## SELECTION CRITERIA

Key skills and experience that the applicant requires to qualify for the role:

### Qualifications – Essential

- Bachelor of Nursing or similar discipline
- Current unrestricted Registration with the Australian Health Practitioners Regulation Agency (AHPRA) as a Registered Nurse

### Experience

- Demonstrated competencies in and knowledge of the complexities and challenges involved in providing nursing care in the context of a multidisciplinary team and aged care environment.
- Demonstrated effective clinical communication using information technology, written and verbal means and sound interpersonal skills with the capacity to interact with others in a personable and professional manner.
- Demonstrated application of evidence-based practice and critical thinking to advocate for and implement individualised person-centred care (in service context) with a commitment to continuous improvement.
- Demonstrated ability to supervise, delegate, and negotiate with others to deliver quality nursing care with a willingness to show leadership and embrace change in the coordination and delivery of care
- Recent clinical experience relevant to the position including evidence of participation in own professional development and commitment to maintaining competence and enhancement of skills,

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- Demonstrated ability to effectively prioritise and organise workload and deliver care with integrity and
- accountability.

## **Mandatory Requirements**

- NDIS Worker Screening
- Influenza Vaccination
- COVID 19 Vaccination + Boosters
- National Police Check
- Driver's License

## **Duties Statement**

It is not the intent of this position description to limit the scope of this position in any way but to give an overview of this role at Australian Regional and Remote Community Services. You will at times be required to work on other tasks and areas as directed by the Residential Aged Care Manager or ARRCS Leadership Team. By signing your contract of employment, you accept and agree to the role and responsibilities as outlined in this position description.