

# *Lilliane Brady Village*

<b>POSITION SPECIFICATION AND DESCRIPTION</b>		
<b>REGISTERED NURSE</b>		
<b>HR 10a</b>		
Authorised by: Cobar Shire Council	Authorised on: 22 <sup>nd</sup> October 2002	No of Pages: 3

**Title:** **Registered Nurse**

**Qualifications:**

**Essential:**

- Diploma in General Nursing (or equivalent)
- Current certification with the Australian Health Practitioner Regulation Agency (**AHPRA**)
- Minimum of five years post graduate experience
- Demonstrated understanding of ACFI documentation for residents.
- Previous experience in Aged Care
- Demonstrated currency of Clinical Practice relevant to Aged Care
- Demonstrated teamwork, leadership and communication skills
- Demonstrated understanding of the Aged Care Quality Standards and Accreditation requirements
- Demonstrated ability to maintain confidentiality.
- Demonstrated ability to achieve outcomes for residents
- Demonstrated ability to prioritise tasks and ability to time manage
- Willingness to participate in WHS and Continuous Improvement Management System
- Commitment to ongoing education relevant to role
- Demonstrated ability to maintain confidentiality.

**Desirable:**

1. Use of MANAD or similar Aged Care Planning and Assessment specific software program

**Responsible for:** The coordination and delivery of individualised resident care in a Residential Aged Care setting through competent management of human and physical resources.

**Responsible to:** Through the Assistant Director of Nursing to the Director of Nursing.  
**Hours of work:** as per letter of appointment  
**Award:** Nursing Home &C., Nurses' (State) Award

*The Lilliane Brady Village acknowledges the contribution made by all staff in achieving the Lilliane Brady Village's goals in the delivery of quality care to residents. In order to meet your commitment to these goals you will be required to:*

## **1. Work within the Mission and Philosophy of the Organisation**

- 1.1 Work within the stated mission statement, vision and objectives of the Lilliane Brady Village.
- 1.2 Promote and articulate the role and function of the Lilliane Brady Village with residents, relatives, other health workers and the wider community.
- 1.3 Acknowledge and maintain residents' rights and confidentiality in accordance with the Charter of Residents' Rights.
- 1.4 Work according to the Lilliane Brady Village's policy, protocols and procedures.
- 1.5 Contribute to continuous improvement and the achievement of the Aged Care Accreditation Standards.

## **2. Work with Colleagues**

- 2.1 Work cooperatively as a team leader.
- 2.2 Work within the level of skill and knowledge and seek assistance from colleagues or Director of Nursing as necessary.
- 2.3 Contribute to continuous improvement by participation in committees and attendance at relevant meetings.
- 2.4 Practice a duty of care to each other by respecting each other's integrity and ability to contribute to a cohesive and harmonious team.
- 2.5 Assist in developing the competence of new or less experienced staff through the sharing of knowledge and by example.
- 2.6 Demonstrate flexibility in work practices in order to support colleagues and to meet the changing needs of the facility.

## **3. Demonstrate a Commitment to Personal and Professional Development**

- 3.1 Maintain skills and knowledge related to work role.
- 3.2 Attend relevant in-service and education sessions.
- 3.3 Seek opportunities to undertake continuing education provided by external agencies.
- 3.4 Maintain own service and continuing education records.
- 3.5 Provide evidence of current certification to practice as a Registered Nurse in Australia
- 3.6 Share knowledge and expertise with other members of the work team gained through attendance at education forums.
- 3.7 Participate in regular performance review in accordance with the Lilliane Brady Village's policy.
- 3.8 Utilise and promote relevant research to inform clinical practice.

#### **4. Work within the Work, Health and Safety Policy and Protocols of the Lilliane Brady Village.**

*The Lilliane Brady Village has an obligation under Work Health and Safety legislation to provide a safe and healthy environment for all employees, residents and visitors.*

- 4.1 Perform work activities and functions in a manner which promotes personal safety and risk management.
- 4.2 Identify hazards in the work area and report in accordance with the Lilliane Brady Village's policy and protocol.
- 4.3 Report all resident, staff and visitor incidents utilising the appropriate incident forms.
- 4.4 Follow organisational guidelines for safe manual handling.
- 4.5 Select and use appropriate equipment according to the Lilliane Brady Village's policy and procedures.
- 4.6 Apply Standard and Transmission Based Precautions according to the Lilliane Brady Village's policy and procedures.
- 4.7 Use and store chemicals in accordance with relevant Material Safety Data information
- 4.8 Attend compulsory fire safety lectures and evacuation drills.

#### **5. Co-ordinate the Delivery of Care to Residents**

- 5.1 Assess, plan and evaluate individualised resident care in accordance with the Lilliane Brady Village's policy and protocols.
- 5.2 Maintain clinical documentation for assigned residents, in accordance with the Lilliane Brady Village's policy, to render those clinical records helpful and of proper value to other members of the health care team.
- 5.3 Facilitate case conferences in accordance with organisational protocol.
- 5.4 Liaise with family/person responsible/carers and other members of the health care team to facilitate the achievement of residents' desired outcomes.
- 5.5 Undertake activities that can not be delegated in accordance with the Lilliane Brady Village's policy and procedures.
- 5.6 Delegate care delivery to members of the work team commensurate with their abilities and scope of practice.
- 5.7 Monitor and supervise delegated care.
- 5.8 Manage the utilisation of staff and other resources within allocated budgets.