

Position Description: Registered Nurse

Purpose of the Position

The Registered Nurse is responsible for providing professional nursing care and leadership within the scope of practice to all Catholic Homes Incorporated (Catholic Homes) Residents and staff.

Reporting

The Registered Nurse is accountable to the Facility Manager (FM) and reports to the Clinical Nurse (CN) and/or the Clinical Nurse Manager (CNM).

Organisational Values

Catholic Homes is committed to employing a caring and dedicated team of employees who provide services that enhance the quality of life of our Residents. Staff are called to behave in such a way that upholds the Catholic Homes' Values and demonstrates a commitment to working co-operatively and collaboratively.

A commitment to the Values of Catholic Homes is reflected in the attitudes, behaviour and actions of staff. This is in the form of decision-making processes, adherence to policy and procedures, the quality and nature of the services, provision of staff development programs, implementation of tasks and in the way people are related to and cared for, particularly staff and Residents.

A commitment to confidentiality of information requires all staff to take reasonable precautions to maintain the non-disclosure of any confidential information about other staff members or Residents as well as the general operations and affairs of the organisation to any person other than those approved by the Organisation.

Duties and Responsibilities

Corporate Ethos

- Demonstrates and understands Catholic Homes' Vision, Values and Statement of Identity in dealing with other staff and Residents;
- Demonstrates and complies with the Code of Conduct;
- Demonstrates, understands and actively participates in Catholic Homes' care model, "Care with Purpose", in all undertakings relating to the provision of care and services to Residents.
- Demonstrates and participates in Continuous Improvement Programs;
- Demonstrates consistent application of the principles of Continuous Quality Improvement;
- Has sound knowledge of mechanisms available to staff and Residents for the provision of feedback and takes appropriate action to follow up comments, complaints and compliment.

Clinical Care

- Delivers skilled nursing, clinical, personal and end-of-life care for Residents according to care plans
- Completes Resident assessments and develops, evaluates and reviews care plans on an ongoing basis and as per schedule
- Recognises Residents' changing health care needs and initiates timely referrals to internal and external providers in consultation with the Resident, their authorised representative or advocate
- Ensures all health professionals' requests and recommendations in relation to Resident care are met
- Initiates clinical assessments and reviews in collaboration with Residents, other representatives, and other nursing, allied health and/or personal care staff when required
- Identifies issues related to care and reports findings to the line Supervisor/Manager
- Reports any deterioration in health status to the line Supervisor/Manager in a timely manner

Nurse Leadership

- Acts as a role model, providing nursing leadership, by working collaboratively with all members of the multi-disciplinary team (MDT), complying with the clinical governance framework, quality management systems and Care with Purpose model of care.
- Leads by example by providing care that promotes dignity, respect, privacy and independence
- Takes responsibility for own actions and delivers clinical care in line with organisational policies and procedures and regulatory/legislative compliance
- Reports to the line Supervisor/Manager, any staff performance concerns that are not consistent with best practice and in line with organisational policies and procedures, and Catholic Homes' vision and values.

Compliance and Reporting

- Complies with all mandatory reporting requirements Completes surveys and audits as requested and reports all findings to the line Supervisor/Manager
- Participates in continuous improvement projects and change management initiatives
- Maintains confidentiality in relation to all resident information and Catholic Homes related operations
- Contributes to ACFI planning and the completion of all ACFI documentation as requested, in collaboration with the ACFI Support Officer, CN, CNM and/or FM as applicable
- Ensures that all documentation is consistently legible, accurate, relevant and completed in a timely manner
- Attends and delivers a comprehensive nursing handover to the oncoming shift members
- Understands and complies with the Catholic Homes' guidelines, policies and procedures (as amended from time to time);
- Attends all compulsory and recommended training and meetings as required
- Complies with AHPRA requirements related to Registered Nursing Practice.

Workplace Health and Safety

- Ensure, promote and comply with safety in the workplace
- Take care of property and equipment and report faults promptly
- Report and analyse Hazards, Accidents and Incidents promptly and accurately
- Utilise resources and equipment economically and safely
- Familiarise yourself with all emergency procedures
- Responsible for the promotion and maintenance of a safe working environment
- Take appropriate action to ensure own health and safety;
- Ensure correct manual handling techniques according to manual handling guidelines and policies
- Contribute to workplace risk assessment and hazard control activities

Expected Behaviours

- As a member of Catholic Homes' Care Team, you will be required to work with other staff cooperatively and accept reasonable and lawful instructions and recommendations by the Line Manager when necessary
- As a member of Catholic Homes' Care Team, there may be occasion where you may be required to work across one or more sites
- Provide mentoring and coaching to peers where applicable
- Provide assistance and support to fellow staff members whilst on duty
- Communicate effectively in a constructive, courteous, respectful and professional manner
- Treat other staff members with professionalism and respect
- Enable Residents to make informed choices, take risks and treat them with dignity and respect in line with Catholic Homes' care model, "Care with Purpose"
- Maintain a positive and professional outlook whilst at work
- Accept and provide constructive feedback
- Possess a reasonable level of physical fitness to perform the inherent duties of the role
- Accept responsibility for own actions
- Identify own learning needs and accept training as recognised by the Line Manager and/or organisation as necessary
- Maintain confidentiality at all times

Verification**Registered Nurse**

As the incumbent of this position I have read and understood the responsibilities and other requirements as detailed in this document.

Name:	_____	Signature:	_____
Date appointed:	_____	Date:	_____