

POSITION DESCRIPTION

Registered Nurse Grade 2 Yr 2-10 Oncology Medical Day Unit

Supporting Everyone to be healthy and live well

PURPOSE OF THE ROLE

The Registered Nurse (RN) is responsible and accountable for the delivery of high quality, evidence-based patient care in a variety of clinical settings. Clinical skills and knowledge will reflect the years/ level of experience, be appropriate to the clinical setting and evident in everyday work practice.

Position Details	
Position Title:	Registered Nurse Grade YP3-YP9 Oncology Medical Day Unit
Department	Nursing Division
Reports to:	NUM / Department Head
Positions Reporting to this role:	Nil
FTE:	
Budget:	
Enterprise Agreement:	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) EBA 2024-2028
Position Classification:	RN Grade 2 YP3 – YP9
Position Description last reviewed:	August 2024

Key Accountabilities

KSC1 Demonstrated clinical competency relating to oncology nursing care

KSC2 Demonstrated safe administration of anti-cancer therapies including cytotoxic and immune therapy medicines

KSC2 Demonstrated knowledge of contemporary nursing issues, trends and research

KSC3 Sound appreciation of the key concepts and practices related to the clinical environment

KSC4 Good understanding and adherence to the principles underpinning person centered care, chronic disease management

KSC5 Well-developed interpersonal communication skills and the ability to communicate professionally and effectively with patients and colleagues

KSC6 Demonstrated ability to set goals and objectives and meet deadlines as required

KSC7 Demonstrated ability to work collaboratively within a multidisciplinary team

KSC8 Demonstrated commitment to ongoing professional development

KSC9 Ability to work as part of a team as well as independently

Position Specific Responsibilities

- Provide comprehensive, safe and effective evidence-based nursing care to achieve positive individual / group health outcomes and evaluate progress in consultation with the interdisciplinary team.
- Maintain core clinical competence specific to the area of clinical practice as specified at performance review.
- Conduct comprehensive and systemic nursing assessments.

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<ul style="list-style-type: none">Plan nursing care in consultation with individuals / groups, significant others and interdisciplinary health care team.
<ul style="list-style-type: none">Assist in the development and implementation of clinical policies and procedures
<ul style="list-style-type: none">Act as a role model and resource person for students, graduate nurses and enrolled nurses
<ul style="list-style-type: none">Act as patient advocate
<ul style="list-style-type: none">Ensure knowledge and skills remain current through attendance at regular education and training sessions and through reference to change in policy, practice and guidelines.
<ul style="list-style-type: none">Actively participate in quality improvement activities, unit meetings and committees as appropriate.
<ul style="list-style-type: none">Actively participate in in-house education and training programs
<ul style="list-style-type: none">Practice within a professional, ethical and evidence-based nursing framework in accordance with legislation affecting nursing practice and health care.

Occupational Health and Safety

Each employee has the right to a safe working environment. Employees must:

- Carry out their duties in a manner which does not adversely affect their own health and safety or that of others;
- Cooperate with measures introduced in the interest of health and safety;
- Undertake any training provided in relation to Occupational Health and Safety;
- Immediately report all matters that may affect workplace health and safety to their manager/supervisor;
- Comply with all Commonwealth and State legislative requirements;
- Correctly use any information, training, personal protective equipment and safety equipment provided by the organization;
- Refrain from recklessly or willfully interfering with anything that had been provided for health and safety reasons.

Continuous Quality Improvement

Each employee has a responsibility to:

- Aim to provide a positive experience for each patient, client, resident and customer every time;
- Utilise the principles of "Patient Centred Care" as a guide to provide a positive experience each and every time;
- Always escalate any issues you identify regarding customer experience or safety and risk to an appropriate staff member, if unable to rectify yourself;
- Contribute to improvement activities and understand the basics of the "pdsa quality cycle";
- Follow organizational guidelines including quality and safety and occupational policies and procedures;
- Maintain a safe working environment for yourself, your colleagues and members of the public;
- Comply with ERH and relevant registration bodies mandatory continuing professional development requirements;
- Actively support compliance with the National Safety & Quality Health Service

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Standards and other professional standards and relevant regulatory requirements

Infection Prevention and Control

- Each employee has a responsibility to implement Infection Control guidelines of relevance to the position.

Disaster and Emergency Response

- Echuca Regional Health is the principal regional health provider in the event of disaster and emergency. The occupant of this position understands and acknowledges that s/he may be required to work as assigned, if requested, to meet ERH responsibilities in a disaster or emergency situation.
- Each employee has a responsibility to participate in emergency response drills and attend relevant emergency training.

Organisational Responsibilities

- Positively promote ERH within and externally to the organisation;
- Each employee has a responsibility to comply with all ERH policies and procedures and familiarise themselves with those relevant to their position;
- Promote practices which comply with the policies and procedures of ERH and actively participate in the maintenance of relevant policies and procedures to ensure best practice;
- Participate in departmental and organisational meetings as required;
- Maintain accurate records, statistics and reports, as required;
- Report all incidents and near misses as soon as possible after the event;
- Participate in Risk Management activities of relevance and assist with identification and control of risks within their department;
- Actively participate in Performance Appraisal process, three months after commencement and annually thereafter.

Workplace Harassment and Bullying

- ERH has adopted and applies the State Services Authority Code of Conduct;
- Each employee has the right to a workplace free from any form of harassment or bullying;
- Each employee has a responsibility to comply with ERH policy and participate in education and training.

Health Promotion

- ERH adopts the principles of health promotion and encourages all employees to embrace the organisation's Health Promotion Plan and activities;
- Each employee is encouraged to support/participate in health promotion activities.

Confidentiality

- Any breach of the Confidentiality Policy may result in disciplinary action and/or dismissal and a possible fine under the Health Services Act (Vic).

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Echuca Regional Health Guiding Principles:

Echuca Regional Health has adopted a common set of values across the organisation and developed associated behaviours around these values. Selection will be based on assessing demonstrated performance of the skills, knowledge, behaviours and other personal qualifications relevant to the role.

CARE Values

All staff are expected to behave in a way that is in alignment with our corporate values:	
Collaboration 	Works with a team focus Cooperates with others and gains input and support to assist in achieving objectives We work with others to achieve shared goals
Accountability 	Monitors the impact of one's own behaviour on others Supports a "no-blame" culture in reporting incidents and helping to effectively resolve them
Respect 	Treats people fairly and openly Treats people with dignity Demonstrates personal standards of consistency, tolerance and patience
Excellence 	Consistently supports and follows organisational policies and procedures Actively participates in identifying opportunities to improve what we do

Key Relationships

Internal	External
EDON	Peak Bodies
DDON NUM	AHPRA
ANUM's	NMBA
RN's	
EN's	
Medical Staff	
Allied Health Staff	
Support Staff	

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Selection Criteria

Essential:

Qualifications: Registered Nurse with the Nursing and Midwifery Board of Australia and current practicing certificate.

- Behavioural qualities that reflect ERH Guiding Principles
- Demonstrated high level of knowledge and skill relating to oncology and medical day unit nursing care.
- Well-developed communication skills both verbal and written
- Understands and is able to apply the Australian Nursing and Midwifery Council (ANMC) 'National Competency Standards for the Registered Nurse' and ANMC 'Code of Professional Conduct for Nurses in Australia'.
- Good understanding and adherence to the principles underpinning patient centered care.
- Satisfactory evidence of; National police check, Working with Children's and Vaccination status in line with policy and procedure at this time.

ERH will not make a formal offer of employment until a candidate provides these documents.

Desirable:

- Graduate Certificate and/or evidence of Oncology Nursing Training Modules
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TERMS & CONDITIONS OF EMPLOYMENT:

Terms and conditions are in accordance with the Letter of Offer and Contract of Employment.

I acknowledge that I have received a copy of this position description. I have read (or have had read to me) and understand the requirements of this position. I agree to work in accordance with this position description.

Signed: _____

Date: / /

Print Name: _____

cc: Employee File