



MATER MISERICORDIAE HOSPITALS OF CENTRAL QUEENSLAND  
ROCKHAMPTON, GLADSTONE, YEPPON

## POSITION DESCRIPTION

<b>Name:</b>	
<b>Position Title:</b>	<b>Registered Nurse - Level 1</b>
<b>Location:</b>	Rockhampton / Gladstone / Yeppoon
<b>Employment Status</b> (Full-time/Part-time):	As per agreement
<b>Position Reports To:</b>	Director of Nursing & Clinical Services
<b>Award:</b>	In accordance with the Private Hospitals Nurses Award – State
<b>Uniform:</b>	Full uniform as per current Hospital Policy to be worn at all times whilst on duty
<b>Staff Appraisal:</b>	Annual performance appraisal

### 1.0 Sisters of Mercy Mission and Values:

The Registered Nurse Level 1 will undertake a commitment to the Mercy Health & Aged Care Central Queensland Limited Mission, Philosophy and Objectives, and endeavour to promote the organisation's ethos and values in all actions and activities related to their position.

### 2.0 Position Statement:

The Registered Nurse Level 1 position provides patient-centred nursing care in collaboration with other health professionals and significant other to ensure safe, efficient and effective management of the patient.

### 3.0 Key Effectiveness Areas:

- Mission
- Clinical Nursing
- Communication, Collaboration and Professionalism
- Quality Improvement and Risk Management
- Workplace Health & Safety
- Personal and Professional Development & Training

<b>4.0 Key Responsibilities</b>	<b>Specific Responsibilities</b>
<b>4.1 Mission</b>	4.1.1 Promote the Mission, Values and Philosophy of Mercy Health and Aged Care Central Queensland Limited.
	4.1.2 Participate in Mercy Celebrations and Traditions.
	4.1.3 Attend mandatory Mission Inservice.
	4.1.4 Adhere to Pocketbook of Excellence and Integrity in the Workplace Standards.
<b>4.2 Clinical Nursing</b>	4.2.1 Carries out comprehensive and accurate nursing assessment of patients, plan and implement care and evaluate the achievement of identified outcomes:
	<ul style="list-style-type: none"> <li>• Uses a structured approach in the process of assessment, collect data regarding the health and functional status of the patient.</li> </ul>
	<ul style="list-style-type: none"> <li>• Analyses and interprets the data accurately.</li> </ul>
	<ul style="list-style-type: none"> <li>• Collaborates with the patient and family/carers/significant other in identifying expected health care outcomes and patient needs.</li> </ul>
	<ul style="list-style-type: none"> <li>• Formulates a patient's plan of care, outcomes including timeframes for achievement and continuity in collaboration with other health professionals and the patient (includes significant other when appropriate).</li> </ul>
	<ul style="list-style-type: none"> <li>• Evaluates progress toward expected outcomes and reviews and revises plan of care, in accordance with evaluation data (variance identification).</li> </ul>
	4.2.2 Manages effectively nursing care of patients within scope of competence :
	<ul style="list-style-type: none"> <li>• Organises workload to facilitate planned nursing care.</li> </ul>
	<ul style="list-style-type: none"> <li>• Delegate s to others activities commensurate with their abilities and scope of practice.</li> </ul>
	<ul style="list-style-type: none"> <li>• Responds effectively in unexpected or rapidly changing situations.</li> </ul>
4.2.3 Ensures that clinical activities within the ward and associated services remain within the hospital's delineated role, and comply with the Clinical Guidelines under the Private Health Facilities Act.	
4.2.4 Applies sound clinical practice which is evidenced based to ensure optimal health of the patient.	
4.2.5 Assess and respond to clinical and nursing problems within the scope of practice.	
<b>4.3 Communication, Collaboration and Professionalism</b>	4.3.1 Provides an effective therapeutic communication and relationship with the patient and significant other.
	<ul style="list-style-type: none"> <li>• Uses a friendly personal approach to care and service that fosters trust and cooperation.</li> </ul>
	<ul style="list-style-type: none"> <li>• Encourages and supports patients in their decision making through effective exchange of information.</li> </ul>
	<ul style="list-style-type: none"> <li>• Establishes, maintains and concludes caring, therapeutic and effective interpersonal relationships with patients.</li> <li>• Ensures documentation is accurate and maintains confidentiality.</li> </ul>

<b>4.0 Key Responsibilities</b>	<b>Specific Responsibilities</b>
<b>4.3 Communication, Collaboration and Professionalism (Contd)</b>	4.3.2 Establishes and maintains effective systems of communication and interface with internal/external health professionals/hospital staff. <ul style="list-style-type: none"> <li>• Understands the role of the members of the health care team/hospital in achieving health care outcomes through effective communication and timely information.</li> </ul>
	<ul style="list-style-type: none"> <li>• Communicates using formal and informal channels of communication.</li> </ul>
	<ul style="list-style-type: none"> <li>• Develops interpersonal relationships within the work environment               <ul style="list-style-type: none"> <li>- maintain or enhance self esteem of oneself and others</li> <li>- show respect for the opinions of others</li> </ul> </li> </ul>
	4.3.3 Conducts nursing practice in a way that can be ethically justified.
	<ul style="list-style-type: none"> <li>• Practices in accordance with the profession's code of conduct and ethics, and practice standards.</li> <li>• Conducts nursing practice and oneself ensuring that the Philosophy, Mission and Values of Mercy Health and Aged Care Central Queensland Limited (MHAACCQL) are expressed in the daily operations of the ward, through the standard of care and services provided.</li> <li>• Behaves in ways that nurture the growth and dignity of each person and indicate a respect for the role and function of each person in the organisation.</li> </ul>
	4.3.4 Accepts accountability and responsibility for own actions within nursing practice.
	<ul style="list-style-type: none"> <li>• Recognises own level of knowledge/competence.</li> <li>• Recognises the differences in accountability and responsibility between registered nurses, enrolled nurses and unregulated care workers.</li> <li>• Differentiates the responsibility and accountability of the registered nurse and enrolled nurse in the delegation of nursing care.</li> </ul>
4.3.5 Conducts nursing practice in a way that respects the rights of patients.	
4.3.6 Values research/evidenced based care in contributing to developments in nursing and improved standards of care <ul style="list-style-type: none"> <li>• Incorporates research/evidenced based findings into nursing practice.</li> <li>• Contributes to the process of nursing research.</li> </ul>	
<b>4.4 Quality Improvement and Risk Management</b>	4.4.1 Promotes a culture of continuous improvement and risk minimisation. <ul style="list-style-type: none"> <li>• Participates in and recommend quality activities to improve work practices and services to exceed customer expectations.</li> <li>• Identifies and assesses risks and implements action to achieve a recognised benefit or advantage to the organisation.</li> </ul>

<b>4.0 Key Responsibilities</b>	<b>Specific Responsibilities</b>
<b>4.4 Quality Improvement and Risk Management (Contd)</b>	4.4.2 Provide opportunities for consumers (patients, external agencies, doctors, allied health professionals or other relevant persons or agencies) to identify and suggest improvements to care and services and ensure these are actioned through quality processes.
	4.4.3 Supports and facilitates an environment that promotes: <ul style="list-style-type: none"> <li>i) Safe plant and machinery, equipment and workplace.</li> <li>ii) Risk management practices and safe systems of work.</li> <li>iii) Monitoring and control of environmental factors in the workplace.</li> <li>iv) Information, training and supervision.</li> </ul>
<b>4.5 Workplace Health &amp; Safety</b>	4.5.1 Logs Incidents, Hazards, Complaints and general issues on the electronic Incident Management system and reports to the area manager/supervisor.
	4.5.2 Reports maintenance requirements to the Engineering Services Department through the electronic maintenance reporting system, BEIMS.
	4.5.3 Ensures all work is performed within Workplace Regulations and Organisational Policy and Procedures
	4.5.4 Adheres to safe principles of manual handling and infection control are all times.
<b>4.6 Personal and Professional Development &amp; Training</b>	4.6.1 Attends relevant Inservice Programs and Meetings/Staff forums.
	4.6.2 Attends mandatory Hospital training sessions
	4.6.3 Ensures compliance with legislative and organisational policy and procedures
	4.6.4 Participates in own performance evaluation through self-assessment, seeking feedback on performance and maintaining a commitment to life long learning.
	4.6.5 Recognises the need for care of self.
	4.6.6 Contributes to the support and learning experience of students on clinical placement within the facility and newly employed staff (i.e. in a preceptor/ mentorship role).
<b>4.7 Other Duties</b>	4.7.1 Undertake other duties as directed by area manager/ supervisor

