



POSITION SPECIFICATIONS

Position Title:	Registered Nurse
Job Type:	Part-time (Minimum 16 hours per fortnight)
Region:	Rockhampton, Queensland
MH&ACCQL Facility:	Mercy Aged Care Services
Closing Date:	Open until filled
Salary:	Level 1 Registered Nurse
Industrial Instrument:	Mercy Health and Aged Care Central Queensland Limited & QNU Nursing Enterprise Agreement 2015 - 2016 Currently attracting a minimum hourly rate range of \$27.98-\$33.74
Reporting to:	Facility Manager

ENQUIRIES CONTACT

Enquiry Contact:	Lesley Schneider EO/DON
Telephone:	(07) 4999 1400
Email:	lschneider@mercycq.com

POSITION STATEMENT: The Registered Nurse is responsible for the delivery of high quality nursing and personal care to residents and the supervision of subordinate staff. The registered nurse works in collaboration with members of the health care team, including visiting medical officers and allied health professionals.

A full **Position Description** is available following these specifications.

APPLY: To apply please return to where the vacancy is listed and click "apply online". This process requires you to complete an on-line form and upload a current curriculum vitae to support your application.

OTHER INFORMATION:

- This position will work in our residential aged care facilities which provide home and care to residents.
- Current registration as a Registered Nurse with the Australian Health Practitioners Regulation Agency (AHPRA) is essential.
- A current Police Check is essential.
- Candidates must have effective interpersonal and communication skills.
- Basic computer skills are essential.
- Candidates must be an Australian Citizen or Australian Permanent Resident to apply.
- Aged Care and ACFI experience is preferred but not essential.
- Salary packaging opportunities available.

POSITION DESCRIPTION

Position Title: Registered Nurse		Agreement: Nurses Aged Care Award – State 2005 MACS-Rockhampton Diocese Certified Agreement	
Location: Mercy Aged Care Services		Classification: Level 1	
Approved by: Director of Nursing <i>L. P. Schneider</i>		Reports to: Facility Manager	
Original Date: 1998	Revision No: 6	Revision Date: 09/13	Page 2 of 3 Page/s

1.0 Mercy Health and Aged Care Central Queensland Limited Mission and Values:

The Registered Nurse will undertake a commitment to the Mission, Philosophy and Objectives of Mercy Health and Aged Care Central Queensland Limited ("MH&ACCQL"), 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 is responsible for the delivery of high quality nursing and personal care to residents and the supervision of subordinate staff. The registered nurse works in collaboration with members of the health care team, including visiting medical officers and allied health professionals.

3.0 Key Effectiveness Areas:

- 3.01 Mission & Values
- 3.02 Nursing Duties
- 3.03 Other Responsibilities

4.0 Key Position Responsibilities:

4.1 Mission and Values

- Promote the Mission, Values and Philosophy of Mercy Health and Aged Care Central Queensland Limited;
- Participate in Mercy Celebrations and Traditions.
- Attend mandatory Mission Inservice.
- Adhere to Pocketbook of Excellence and Integrity in the Workplace Standards.

4.2 Nursing Duties

- Undertake and document assessments and plan care needs;
- Undertake and document care plan reviews including the monitoring of health and management of ongoing care;
- Ensure funding documentation and categories claimed reflect care requirements of the resident;
- Administer and document residents medications and any prescribed treatments accurately and order/ re-order medical stocks as required;
- Document resident's health status and report any deterioration to the Manager/Supervisor and resident Medical Officer;
- Ensure residents receive holistic, quality care within allocated financial resources;
- Encourage and respect residents' rights to retain their personal property and their individual choices in attire, grooming and choice of activities;
- Ensure residents previous lifestyle and routines are continued where possible;

- Ensure adequate numbers of skilled staff to deliver required care at all times;
- Ensure resident satisfaction by participating in Care Conferences and positive interaction with residents/representatives;
- Ensure residents receive adequate stimulating and motivating activities;
- Maintain a working knowledge of Accreditation Standards;
- Identify, document and report clinical situations;
- Provides a welcoming service to all residents, visitors and staff;
- Acts as a resource person for all staff, sharing knowledge and skills in the spirit of teamwork;
- Report to the Facility Manager all relevant incidents which occur within the facility, promptly and accurately

4.3 Other Responsibilities

- Accept, adhere and promote Workplace Health and Safety requirements, appropriate standards and risk management guidelines to ensure health and safety obligations are met to maintain a safe working environment;
- Participate in meetings and forums as required;
- Foster a cooperative work environment and maintain open communication through effective interpersonal skills and appropriate forums;
- Participate in and recommend quality activities aiming to improve work practices to exceed customer expectations;
- Participate in in-service programmes to assist in professional development and to satisfy the objectives of the organisation;
- Accept individual responsibility and accountability for own performance and professional development;
- Accept and adhere to all policies and procedures of MH&ACCQL and Mercy Aged Care Services;
- Undertake other duties/ responsibilities as directed by the Director of Nursing or other designated authority(s).

5.0 Qualifications and Experience

Essential

- 4.1 Current registration with the relevant mandatory Nurses Registration Board;
- 4.2 Effective interpersonal and communication skills;
- 4.3 Current Police Check
- 4.4 Basic computer skills.

Desired

- 4.5 Experience in gerontology.