

POSITION DESCRIPTION

Mission

"Supporting people with quality care and Christian love"

Vision and Values

Our vision is for the South Canterbury community to be strong, vibrant, safe and healthy. This vision will be achieved when children, young people, families and adults regardless of age live a safe, productive and meaningful life built on mutual respect and trust, clear in the knowledge that people will work together to support each other and reach their full potential.

We aim to be one of South Canterbury's leading providers of social services and we will work tirelessly to achieve our mission and vision which are the foundation stones of our recognised philosophies:

- "The Eden Alternative" for residential services and;
- "Powerful Families" for children, young persons, adults and their family's services.

Position:	NZ Registered Nurse
Location:	Presbyterian Support South Canterbury
Responsible to:	Clinical Coordinator, Nurse Manager
Responsible for:	Enrolled Nurses Caregivers
Purpose:	Responsible for ensuring the provision of quality care to residents, and encouraging a partnership between carer's, residents, their families and whanau and to work within the Eden Alternative Philosophy.

Key Qualifications & Experience:

- Registered Nurse with current practising certificate
- Previous Gerontological Experience desirable

Review Period: *This position is to be reviewed at Annual Performance Appraisal. The position holder and Manager will meet at the end of the first three months to discuss whether any changes to the current position description are required.*

Philosophy of Care within Presbyterian Support Aged Care

The **Eden Alternative** is an exciting philosophy which sees us working to build an environment where life revolves around close and continuing contact with plants, animals and children and improves the lives of those we support. Eden works on eliminating the three plagues of old age, loneliness, helplessness and boredom.

Competencies

1.0 To Provide a Resident-Focused/Eden Environment for Residents, Patients, their Family, Whanau, and Staff.

Performance Expectations:

Ensure environment enables residents to participate at their own level.

Successfully Demonstrated by:

- Formation of caring relationships with residents, families and whanau.
- Residents are provided with meaningful activity, companionship and the opportunity to provide as well as receive care
- The Eden philosophy and approach are promoted during interaction with residents, families and staff
- Open and honest communication with peers, residents, and families.
- Contribution of ideas towards common goal.
- Creating and maintaining a resident driven harmonious atmosphere.
- Exercising courtesy/hospitality and respect in all interactions with residents, family, Whanau, and the community and staff.
- Promotes the daily activities programme that reflects the individual Resident's and the groups interests, as established by the Activities Coordinator.
- Resident surveys and relative of resident survey will reflect satisfaction
- Residents will continue freedom of association and relationships. Their cultural, religious and spiritual needs will be facilitated
- If appropriate residents/families will participate in health education relevant to their own health
- Involvement in the health needs of the home/cottage residents (in the absence of the Nurse Manager)

Relevant NCNZ Competencies

(Registered Nurse Scope of Practice)

Competency 1.4:

Promotes an environment that enables client safety, independence, quality of life, and health.

Competency 1.5:

Practices nursing in a manner which the client determines as being culturally safe.

Competency 2.7:

Provides health education appropriate to the needs of the client within a nursing framework.

Competency 3.1:

Establishes, maintains and concludes therapeutic interpersonal relationships with clients.

Competency 3.2:

Practices nursing in a negotiated partnership with the client where and when possible.

2.0 Awareness of Advocacy Services and Social Agencies Available.

Performance Expectations:

Ensure advocacy occurs for all Residents at all times.

Successfully Demonstrated by:

- Establishing and working within the resident's individual care plan
- Promoting awareness and practice of advocacy by self at all times.
- Continuing awareness of legislation that affects advocacy of access to social services (e.g., Privacy Act 1992, Health & Disability Commissioners Act).
- Communicating with Management, Doctors, physiotherapist, occupational therapist, dietician, pharmacy, podiatrist, chaplain, kitchen, acting as an advocate for Residents as appropriate.
- Communicating with Doctor to ensure resident is reviewed 3 monthly
- Organising and contributing to the resident's annual clinical review
- Conflict will be dealt with positively and residents will be unaware of the conflict unless they are directly involved.

Relevant NCNZ Competencies

(Registered Nurse Scope of Practice)

Competency 4.1:

Collaborates and participates with colleagues and members of the health care team to facilitate and coordinate care

Competency 4.2:

Recognises and values the roles and skills of all members of the health care team in the delivery of care

3.0 Ensure accurate documentation, from planning and implementation stages through to evaluation of care.

Performance Expectations:

Accurate documentation and implementation of Resident needs provided by self.

Successfully Demonstrated by:

- All stages of care (planning, implementation, and evaluation) are documented clearly, and the rationale for decisions along with consequences and alternative options are explained as appropriate and recorded utilizing the Care Plan Records.
- Care Plans are updated and developed to accurately reflect the level of care and progress of individual Residents. Care plans are evaluated at least 6 monthly and as changes occur.
- All information relating to a Resident is recorded accurately and against that Resident.
- Ensures the documentation in the progress notes by the caregivers is clear and accurate.
- Ensures that privacy and confidentiality of information is not breached by self or staff.
- Completes code of care questionnaire every 2 years
- Reads and sign the confidentiality policy every 2 years

Relevant NCNZ Competencies

(Registered Nurse Scope of Practice)

Competency 2.2:

Undertakes a comprehensive and accurate nursing assessment of clients in a variety of settings.

Competency 2.3:

Ensures documentation is accurate and maintains confidentiality of information.

Competency 2.4:

Ensures the client has adequate explanation of the effects, consequences, and alternatives of proposed treatment options.

4.0 Effective communication with all Residents, families, whanau, and staff to ensure understanding and clarity of needs.

Performance Expectations:

All parties involved are working together towards ensuring appropriate care needs are met for Residents.

Successfully Demonstrated by:

- Ensuring self and staff are effectively listening to Residents, their families, and whanau and achieving a clear understanding of each Resident's needs.
- Ensuring appropriate formal referrals are made to other health care professionals
- Ensuring staff are communicating effectively with each other, both in verbal and written communication, to ensure accurate sharing of information and instructions provided.
- Managing the roster ensuring a safe level of staffing, replacing staff who are off sick or on leave (in the absence of the Nurse Manager, Clinical Co-ordinator).
- Directing staffing issues to the Nurse Manager/Clinical coordinator
- Performance review of Enrolled Nurses/caregivers will be completed within the time due
- Supplies – medication, wound care products, incontinence products, other medical supplies, toiletries will be maintained as per facility procedure

Relevant NCNZ Competencies

(Registered Nurse Scope of Practice)

Competency 1.3

Demonstrates accountability for directing, monitoring, and evaluating nursing care that is provided by nurse assistants, enrolled nurses, and others.

Competency 2.1:

Provides planned nursing care to achieve identified outcomes.

Competency 2.6:

Evaluates client's progress toward expected outcomes in partnership with clients.

Competency 3.3:

Communicates effectively with clients and members of the healthcare team.

Competency 4.1:

Collaborates and participates with colleagues and members of the health care team to facilitate and coordinate care.

5.0 Identify and participate in support and development activities for self.

Performance Expectations:

Proactively identifying and initiating training and career development opportunities, ensuring continuous professional development occurs for oneself.

Successfully Demonstrated by:

- Participating in daily training and coaching, utilizing the knowledge and experience of senior and multi-disciplinary staff to assist with development programmes as appropriate.
- Participates in any Eden training opportunities
- Participating in the Performance Appraisal system.
- Involvement in staff development activities and identifying training and development needs for oneself.
- Participating in the orientation of new staff members as appropriate
- Meeting on an established basis with the Nurse Manager/Clinical coordinator.
- Participating in staff meetings and encouraging contributions from others. This includes staff meetings, RN meetings and Professional Development meetings
- Attendance at annual Basic Life Support training
- Being flexible and able to accept other roles or carry out other duties as required.

Relevant NCNZ Competencies

(Registered Nurse Scope of Practice)

Competency 2.8:

Reflects upon and evaluates with peers and experienced nurses, the effectiveness of nursing care.

Competency 2.9:

Maintains professional development.

6.0 Maintaining a working knowledge of legislation and requirements for the provision of the Service.

Performance Expectations:

- (a) Understanding and applying the following legislation: Privacy Act, Health & Safety in Employment Act, Nurses Act, Health & Disability Commissioners Act, Hospital Regulations.
- (b) Understanding and application of the Treaty of Waitangi to nursing practice.

Successfully Demonstrated by:

- Accurate reporting of accidents & incidents as required in accordance with the Health & Safety in Employment Act 1993.
- Observing security procedures.
- Taking responsibility for personal health and safety.
- Anticipating any potential risk for residents, visitors, or staff.
- Demonstrates knowledge of different health and socio-economic status of Maori and non-Maori.

Relevant NCNZ Competencies

(Registered Nurse Scope of Practice)

Competency 1.1:

Accepts responsibility for ensuring that his/her nursing practice and conduct meet the standards of the professional, ethical, and relevant legislative requirements.

Competency 1.2:

Demonstrates the ability to apply the principles of the Treaty of Waitangi to nursing practice.

Competency 1.5:

Practices nursing in a manner that the client determines as being culturally safe.

Competency 2.5:

Acts appropriately to protect oneself and others when faced with unexpected client responses, confrontation, personal threat, or other crisis situations.

7.0 Ensure own compliance with all Presbyterian Support policies.

Performance Expectations:

- (a) Compliance with all Presbyterian Support policies achieved, including Infection control, Health and Safety, and safe handling.
- (b) Ensuring the provision of a clean and secure home-like environment for Residents.
- (c) Ensuring that all equipment used is safely maintained and stored correctly
- (d) Contribution/participation in quality improvement and activities

Successfully Demonstrated by:

- Awareness and understanding of the policy manuals and refers to these policies.
- Having read, and ensured understanding of Presbyterian Support policies, and signed acceptance of these.
- Displaying a working knowledge of Presbyterian Support policies and ensuring other staff understand and comply.
- Utilising Presbyterian Support's Incident recording and Hazard Management system.
- Participation in quality activities eg audits, new procedures,
- Promoting safe manual handling in the workplace providing assistance, direction and support to all staff
- Equipment is maintained properly
- Annual training will be completed for:
 - Infection Control
 - Safe manual handling
 - Fire safety
 - Restraint

Relevant NCNZ Competencies

(Registered Nurse Scope of Practice)

Competency 4.2:

Recognises and values the roles and skills of all members of the health care team in the delivery of care.

Competency 4.3:

Participates in quality improvement activities to monitor and improve standards of nursing.

Agreed by:

(Position Holder)

(Manager)

Date