

Primary Health Care Nurse

Kaupapa | Purpose

- To provide quality primary health care to Wintec students and staff
- The role works primarily to deliver safe, effective patient centred care utilising evidence based/best practice nursing standards and efficient use of resources
- To act as client advocate in maximising access to health care and improved health outcomes
- Incorporating RN prescriber role into consultations where applicable

Reports to: Health Services Manager

Team: Wintec

Remuneration: IEA Band 5 (\$77,500 to \$96,800)

Ngā mahi | Do

Management of Nursing care

- Skilled triage/health assessment and treatment services are delivered in accordance with best practice
- Makes professionally autonomous decisions for which they are accountable for and provides safe evidence-based, cost effective individualised patient care
- Is a responsible, pro-active member of a multi-disciplinary team
- Recognises the importance of and utilises alternative processes for Maori and students of other cultural/ethnic backgrounds to enhance partnerships.
- Using and checking equipment and facilities correctly, reporting any need for maintenance or replacement

- Appropriate screening programmes and other healthy lifestyle initiatives are delivered as required
- Provides health education as required

Wellbeing & Self-management

- Uses evidence-based practice and a wellness focus to assess, plan, implement and evaluate a holistic plan of care in partnership with the patient
- Contributes to healthcare planning, involving patient and demonstrating an understanding of patient's rights to make informed decision
- Uses change management expertise to support patients to better health outcomes by making lifestyle changes
- Maintains therapeutic relationships and professional boundaries in your nursing practice in a culturally safe manner
- Able to work independently and autonomously within the Health Services environment, managing own practice when required

Nurse prescribing (where applicable)

- Incorporates Registered Nurse (RN) prescriber role into consultations where applicable.
- Prescribes safe, effective and appropriate medication as defined by current legislative framework and within scope of practice
- Displays safe prescribing practices when diagnosing and managing both acute and chronic conditions, integrating both drug and nondrug based treatment methods in a management plan.
- Can provide information and advice on prescribed or over the counter medication and on medication regimens, side effects and interactions
- Maintains professional development requirements as set out by NZNO

Communications & Documentation

- Uses a variety of communication skills to establish rapport and trust with the patient accessing culturally appropriate services if necessary eg interpreter/kaumatua
- Provides appropriate information to patients to protect their rights and allow informed decisions
- Collaborates and participates with other Health Services team members to initiate referrals
- Ability to develop and maintain networks within Wintec in a way that best supports the needs of the patient
- Demonstrates a comprehensive knowledge of community services, external providers and resources and actively refers to when applicable
- Maintains, clear, concise, timely, accurate and current medical records
- Uses suitable assessment tools and methods to assist with the collection of data
- Demonstrates literacy and computer skills necessary to record, enter, store, retrieve and organise data essential for care delivery

Continuous Quality Improvement & Risk Management

- Contributes to the support and teaching of colleagues to enhance professional development
- Actively participates in the development of policies and procedures within the practice
- Maintains knowledge of practice emergency plans, policies and procedures to maximise effectiveness in an emergency
- Active participation in practice clinical audits
- Participates and works towards practice achieving NZ College of General Practitioners Foundation Standards

Health Promotion

- Participates in health promotion and education and ensures that the patient understands

relevant information related to their care.

- Makes appropriate use of a variety of health information resources to achieve satisfactory outcomes for clients
- Actively participates in and contributes to on campus health promotion activities to staff and students

Personal Development

- Maintains current annual NZ Nursing Council practise certificate
- Maintains current annual indemnity insurance
- Meets NZ Nursing Council continuing professional development requirements
- Maintains all mandatory legislative requirements
- Attends and contributes to relevant internal and external meetings as required
- Share's knowledge and skills gained with other staff in a positive way both formally and informally
- Act as a preceptor to student nurses

Financial management

- All patient services undertaken are charged out appropriately
- Understanding of all funded services and claiming subsidies so that they can be claimed accurately
- Utilise and manage resources in an efficient and cost-effective manner

Health and safety management accountabilities are understood and applied.

Individual and staff H&S outcome and objectives

- Significant hazards in the area of responsibility are identified, documented and reviewed annually or as new hazards emerge
- Significant hazards are eliminated, isolated and/or risk minimized
- Staff in the area of responsibility are involved in the hazard management

- Maintains standards for safety, hygiene and medico legal requirements

Wintec culture

- Observes Wintec's mission, strategies, priorities and values in all activities
- Follows all Wintec and Te Pūkenga's policies and procedures and legislative obligations
- Demonstrates an understanding and commitment to the principles of the Treaty of Waitangi and Equal Employment Opportunities (EEO)
- Demonstrates an understanding of and commitment to Wintec | Te Pūkenga mission, strategies, priorities and values
- Promotes equity and diversity in the workplace; builds mutual trust; and treats kaimahi equitably, transparently, fairly and in a culturally appropriate manner
- Undertakes continuous improvement and development of systems, procedures and service to ensure Wintec maintains and develops its position as a leading provider of vocational education and training

Other duties

- Performs other duties as may be reasonably required from time to time

Demonstrate commitment to:

Te Tiriti o Waitangi. Through our developing understanding of our obligations and our connection with Te Tiriti o Waitangi as both individuals and as an organisation.

Ākonga at the Centre. Through prioritising the experience, wellbeing, and success of our ākonga in our decision-making process.

Equity. Through recognition, empowerment, and inclusion we can give greater acknowledgement of the unmet needs of Māori, Pacific and disabled ākonga and their whānau.

Vocational Education and Training Excellence. Through quality provision for all ākonga, meeting the regional needs of employers and communities.

Pūkenga | Have

Education, Training and Experience

Education/training

Essential:

- Registered Nurse current NZ practising
- Current Authorised vaccinator certificate
- Current Level 4 or above, Advanced CPR certificate
- Qualified Smertaker

Experience

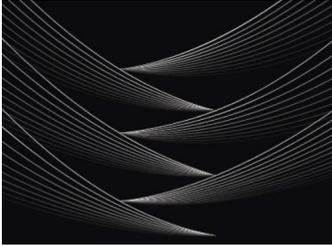
Essential:

- Post registration experience working as a nurse in a clinical setting

Preferred/Desirable:

- Experience working in the primary health care environment
- Typical knowledge, skills and attributes
- Able to exercise judgement in problem solving
- Ability to be innovative, to question the status quo and to adapt to changing circumstances
- Ability to work cooperatively and collaboratively with other disciplines
- Time management skills necessary to prioritise effectively and maintain patient safety
- Understanding of the principles of the Treaty of Waitangi and the ability to put them into practice in caring for patients
- Highly developed interpersonal and relationship skills

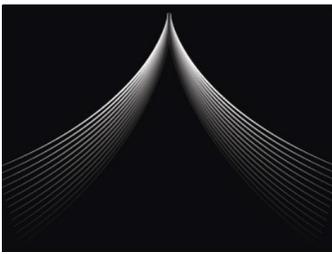
Wintec Values



Manawa nui describes the behaviour of a person or group that embodies manaakitanga (kindness), humility, patience, respect, tolerance and compassion.



Manawa roa describes the behaviour of a person or group that embodies staying power, resilience, fortitude, grit and doing what needs to be done to achieve the collective goal.



Manawa ora describes the behaviour of a person or group that embodies the act of breathing life into all aspects of another life form.

Ngā Hononga Mahi | Working relationships

Internal:

Administration Staff / Academic Staff / Advisors/Consultants / Department Managers / Counsellors, Contracted General Practitioners, Primary Health Care Nurses, Chaplain,

External:

Ākonga / learners / Government agencies / ACC, Community Health Agencies, Waikato DHB, Primary Health Organisation – Pinnacle

Resource delegations and responsibilities:

Financial: Yes, as per delegated authority

People: Nil