

POSITION PURPOSE AND PRIMARY OBJECTIVES

Purpose

The provision of safe, effective and evidenced based Nursing care.

Objectives

- To provide optimum patient care in accordance with Mercy Hospital Shared Purpose and Values
- To practise in accordance with Mercy Hospital Policies, Quality Health Standards for Certification/Accreditation, and ACC Workplace Safety Management Practices
- To practise in accordance with the Domains of Competence for the Registered Nurse. These domains are directly related to those in the Competencies for the Registered Nurse Scope of Practice (Nursing Council of New Zealand, 2005)
- Professional Responsibility: Nurses are professionally, legally and ethically responsible and culturally safe
- Management of Nursing Care: Nurses assess, plan, implement and evaluate care that is responsive to client's needs and is supported by best evidence
- Interpersonal Relationships: Responsible for entering into and maintaining a partnership with patients, community, colleagues and employers
- Interprofessional Health Care and Quality Improvement: Promotes a nursing perspective within the Inter-disciplinary Team and participates in quality improvement within your workplace and the wider organisation
- To maintain a current Nursing Council of New Zealand practising certificate

KEY PERFORMANCE INDICATORS (KPIs)	PERFORMANCE INDICATORS
Nurses are professionally, legally ethically responsible and culturally safe	<ul style="list-style-type: none"> ▪ Complies with all relevant nursing legislation, policies and regulations ▪ Practices professionally and accepts responsibility for the care delivered ▪ Maintains currency of evidenced base practice and facilitates change in nursing care as best evidence indicates ▪ Manages resources efficiently and effectively to meet patient health care needs ▪ Provides culturally safe nursing care ▪ Ensures patient confidentiality at all times ▪ Practice meets expected professional codes and standards
Nurses assess, plan, implement and evaluate care that is responsive to client's needs and is supported by best evidence	<ul style="list-style-type: none"> ▪ Ensures patient centred care based on comprehensive patient assessment ▪ Shows evidence of using the nursing process in assessing, planning, delivering, evaluating and documenting nursing care that is based on best evidence
Responsible for entering into and maintaining a partnership with patients, community, colleagues and employers	<ul style="list-style-type: none"> ▪ Provides an environment conducive to patient and family participation in care that is reflective of a healing environment ▪ Contributes to an environment that promotes harmonious working relationships with colleagues
Nurses promote a nursing perspective within their work area and participate in quality improvement within the organisation	<ul style="list-style-type: none"> ▪ Identifies and explores areas for potential improvement in individual and workplace nursing practice ▪ Familiarises, adopts, and participates in workplace continuous quality improvement programmes ▪ Seeks and acts upon client feedback on quality of nurse/patient relationships

Performance Development	<ul style="list-style-type: none"> ▪ Continues to pursue / enhance own knowledge and skills appropriate to area working in ▪ Participates in annual performance review and development of a personal and professional development plan ▪ Participates in the Mercy Professional Development and Recognition Programme ▪ Maintains as a minimum a level 2 portfolio ▪ Meets Mercy mandated skill competency requirements, such as, but not limited to, intravenous, CVC, CPR, and epidural certification; fire, evacuation and health and safety training
Documentation	<ul style="list-style-type: none"> ▪ Trendcare acuity and care plan systems are used appropriately ▪ Maintain commitment to other patient administration or clinical systems as they come on-line ▪ Maintain accurate documentation of nursing care, as required according to Mercy Hospital policy and NZ Nursing Council guidelines
Communication and Team work	<ul style="list-style-type: none"> ▪ Participates in staff meetings and unit based education ▪ Contributes to a supportive environment for all those in the Care team including support services staff ▪ Communicates with patients, families, colleagues in a professional, therapeutic and timely manner
Supervision and Coaching	<ul style="list-style-type: none"> ▪ Assists with clinical teaching for all health team colleagues ▪ Delegates, directs and supervises care delivered by all other health personnel in accordance with hospital policy and Nursing council scope of practice issues
GENERAL	
Participate in quality improvement	<ul style="list-style-type: none"> ▪ Recognise and act upon all opportunities for quality improvement ▪ Participate in quality improvement processes, quality activities and be accountable for following work routines, policies, procedures and expected standards
Constant performance improvement through personal and professional development	<ul style="list-style-type: none"> ▪ Continues to pursue opportunities and enhance knowledge and skills appropriate to the area of work ▪ Meets Mercy Hospital skill competency requirements, such as, but not limited to; fire, evacuation and health and safety training ▪ Participate in annual performance reviews and personal professional development planning
Communicate and engage within the organisation	<ul style="list-style-type: none"> ▪ Actively participates in staff meetings ▪ Actively contributes to Executive functions and responsibilities-organisational-wide ▪ Contributes to a supportive work environment ▪ Communicates with patients, families, colleagues and visitors in a professional manner
Acknowledge and maintain work place health and safety procedures	<ul style="list-style-type: none"> ▪ To take all practicable steps to ensure personal safety, and the safety of others, while at work, according to the department's and the Hospital's health and safety policies, procedures and systems ▪ Adheres to current and relevant infection control practices maintaining a safe environment for both patients and staff ▪ Takes initiative and identifies, reports and resolves issues that may cause harm to themselves or others in the organisation

Cultural understanding of the Treaty of Waitangi	<ul style="list-style-type: none"> ▪ Understands and has knowledge of the Treaty of Waitangi and implications for clinical practice ▪ Collaborates with colleagues regarding the integration of the Treaty principles of partnership, protection and participation in practice, guiding and providing resources to foster understanding ▪ Displays cultural sensitivity and a willingness to work positively with organisational strategies to improve outcomes for Maori ▪ Promotes an awareness of cultural differences amongst staff and patients (e.g. beliefs, gender, sexual orientation or disability) and the impact that beliefs and values have on practice
Support Mercy Hospital in its role as an essential service provider	<ul style="list-style-type: none"> ▪ Mercy Hospital is an essential service and as such all staff must make every effort to come to work as long as it is safe to do so ▪ Facilitating an emergency plan activation or adverse weather situation may require the monitoring and use of the Company's messaging/communication platform (currently Deputy) In the event of adverse weather or an emergency staff may be required to communicate with others in their department or assist each other with transport

RELATIONSHIPS

Reports to: Clinical Coordinator/Shift Leader day to day Clinical Nurse Manager or Manager of department	Direct Reports: N/A
Internal Relationships: All Staff, HoDs, Executive Leaders	External Relationships: Patients, Visitors and Credentialed Specialists

PERSON SPECIFICATIONS

Qualifications

- Registration with the Nursing Council of New Zealand, pursuant to the Health Practitioners Competence Assurance Act (2003), as a Registered Nurse and hold a current practising certificate.

Skills

- Excellent written and oral communication skills
- Good levels of computer literacy
- A high degree of self-motivation, willingness, and self-responsibility to continually improve and remain current with nursing knowledge and skills
- Strong time management skills and ability to work calmly during times of pressure
- Display high levels of professionalism
- Effective interpersonal skills to establish good relationships with patients, families and colleagues within the organisation

Physical Task requirements

The following denote the key physical requirements for the job:

Standing, walking, bending, sitting, stairs, simple grasping, fine manipulation, operating machinery equipment, lifting, overhead reaching, carrying, pushing/pulling, twisting, climbing, balancing, crouching, squatting, manual handling of people, other reaching.

While action has been taken to minimise the impact of these activities, applicants should be aware that previous or existing health problems such as back strain, OOS/RSI, dust allergies or asthma, may be further aggravated by such activities.

Knowledge & Experience

- Ability to work effectively in a team and/or individually
- Ability to deal with unexpected situations and crises while maintaining a therapeutic and professional manner

Specific Skills and Requirements Relevant to Area

- A relevant postgraduate RN qualification with a minimum of two years clinical experience in a surgical/oncology ward is desirable
- Must have participated in a PDRP programme and have a portfolio when employed or undertake to submit a portfolio within 6 months of commencing work at Mercy
- All theatre/oncology staff a minimum of level 4 CPR
- For all ward/DSU staff a minimum of level 5 CPR
- For Clinical/Shift coordinators/night staff /PACU/ICU/ Day Stay staff of level 6 CPR
- To complete relevant competencies for area of work within 6 months of commencing employment at Mercy e.g. arterial line, CVC line, epidural certification , for oncology experience with advanced IV practice to include, ability to cannulate, care of a PICC line and portacath

In addition for Intensive Care Unit/ PACU/Oncology (Mercy Cancer Care)/ Day Stay Unit

- Previous experience in ICU/PACU/Oncology is desirable
- For ICU to have completed an ICU or similar course or commitment to complete within 6 months of employment
- For Oncology appropriate and current chemotherapy certification, ability to manage emergency situations as they relate to oncology practice and a sound knowledge of cytotoxic therapy and associated patient care

In addition for Day Stay Facility

- Day stay/ endoscopy experience is desirable
- Level 6 CPR, experience with IV cannulation, and moderate sedation prior to starting or obtained within 6 months
- Day staff may be expected to work a rotation into the endoscopy procedure room

In addition for Theatre Educator

- Ability and experience in planning, organising, delivering and evaluating educational opportunities
- Comprehensive understanding of nursing competency requirements and ability to ensure nursing staff are able to maintain and demonstrate these

In addition for Preadmissions

- Have a broad knowledge of health conditions/current treatments
- Ability to confidentially undertake a Health assessment via phone- triage relevant information then document clearly and succinctly
- IT system confident and competent
- Strong interpersonal skills: Ability to collaborate and communicate effectively with patients, whānau/family and the wider healthcare team
- Ability to provided clinical information (either via phone/in-person) to successfully address patients health literacy and cultural needs
- Systematic approach to managing daily allocation of workload and meet phone call/data entry KPI's
- Ability to work collaboratively in a small team and work well autonomously
- Critical thinker and be solutions focussed with strong troubleshooting ability
- Strong time management and ability to work to deadlines
- Knowledge of community support available to the private sector

Mercy Hospitals Shared Purpose

Exceptional care that makes a difference to our patients and community.

Mercy Hospitals Values

Hiranga - Excellence

We do our best every day, learning continuously.

Atawhai - Care

We respond to others with empathy, kindness and expertise.

Whakaute - Respect

We interact respectfully with others.

Kotahitanga – Collaboration

We work together for the common good.

Workplace Contribution

Mercy Hospital is committed to its obligations under the Treaty of Waitangi. Employees are required to give effect to the principles of the Treaty of Waitangi - Partnership, Participation and Protection.

Health and Safety

Mercy Hospital is committed to achieving the highest level of health and safety for its staff. All employees are expected to take initiative and identify, report and resolve issues that may cause harm to themselves or others in the organisation. As an employee of Mercy, the health and safety of clients and colleagues, as well as your own, is your responsibility. You are expected to work safely at all times, and to actively participate in health and safety programs in your area. It is expected that you will report all accidents or potential hazards to your manager.

To participate in and comply with the requirements of the Health & Safety at Work Act 2015 and associated Mercy policies:

- Work practices ensure safety for self and others
- Advice or assistance is sought before commencing an unfamiliar work practice
- Hazards are identified, control plans documented, and hazards eliminated, minimised or isolated
- Comply with Mercy Hospital incident reporting policy and Health & Safety Policy
- Emergency management procedures and compulsory / compliance education and training completed
- Demonstrates knowledge of the health and safety database

Quality and Risk

Mercy Hospital is committed to the concept of quality improvement. As an employee you are required to actively participate in quality improvement and risk management, both at a professional level and service level. You are also required to participate in CQI and risk programmes as an integral part of your position.

Personal Responsibilities

- Respect the Shared Purpose and Values of Mercy Hospital
- Be familiar and with Mercy Hospital policies and procedures
- Be responsible for own ongoing education and skills required in designated role
- Demonstrate an understanding and applicability of confidentiality of information regarding patients, employees and hospital business at all times