

POSITION DESCRIPTION

Date	November 2020
Position Title	Staff Development Nurse – Surgical Services
Division	Nursing
Reports to	Manager, Learning and Development

SECTION 1

Mission, Vision and Values

Mission: - To deliver the highest quality healthcare experience for patients

Vision: - To be the preferred choice of Doctor's, Staff and Patients, recognised for the provision of high-quality medium acuity surgical services and palliative care.

Values: Bethesda Health Care is committed to the following values:

- Teamwork – we create an environment of unity and togetherness
- Respect – we recognise and acknowledge the uniqueness and value of every individual
- Integrity – we demonstrate honesty and trust
- Compassion – we work to express God's love through a caring expression of kindness, tolerance and tenderness
- Excellence – we excel in all that we do so that we can promote the mission of our hospital
- Professionalism – we have pride in the high level of care and service we offer

Staff are expected to demonstrate these values in the way they work and to live the positive behaviours as described in the Bethesda Health Care Code of Conduct and to contribute to and promote the positive working culture of the organisation.

SECTION 2

Position Summary and Role Purpose

The Staff Development Nurse is responsible for:

- Working collaboratively with the Learning and Development Manager to achieve agreed targets for Staff Learning and Development, contributing to the achievement of overall strategic objectives of the organisation;
- Develop, implement and coordinate the training requirements within the surgical areas, including competency assessments.
- Development and review of Clinical Practice Standards and Hospital Policies
- Involvement in the Quality Improvement programs within Learning & Development and the surgical areas
- Supporting the supervision and assessment of clinical practice in the department
- Facilitating the provision of mentoring programs for students and new staff

SECTION 3 Key Working Relationships

INTERNAL	EXTERNAL
Chief Executive	Universities and TAFE
The Executive Team	Doctors
Learning and Development Manager	ACHS
Learning and Development Team	Dept of Health WA
Hospital Management Team	
Department Managers	
All staff	

SECTION 4 Key tasks, Responsibilities, Outcomes and Activities

Preventing and Controlling Health Care associated Infection

- Providing guidance, education and mentoring to surgical staff as to best practice

Medication Safety

- Providing guidance, education and mentoring to surgical staff as to best practice

Comprehensive Care

- Providing guidance, education and mentoring to surgical staff as to best practice

Communicating for safety

- Providing guidance, education and mentoring to surgical staff as to best practice

Blood Management

- Providing guidance, education and mentoring to surgical staff as to best practice

Recognising & Responding to deteriorating patient

- Providing guidance, education and mentoring to surgical staff as to best practice

Administrative

- Developing and implementing training needs analysis within the surgical areas.
- Developing and coordinating training and education
- Implementing competency assessment requirements
- Ongoing monitoring, evaluating and recording competencies, assessment of clinical practice, training and development
- Promoting and marketing training
- Facilitating the provision of mentoring programs for students and new staff
- Orientating new staff and students to the department
- Reviewing department and hospital policies
- Contribute to Nursing Team and the Safe Medication Committees
- Departmental quality management conducting audits and other quality activities in line with the National Quality & Safety Healthcare Standards and hospital policy and procedures
- Specialist resource for the department with a commitment to own ongoing learning and development to ensure a high standard of evidence based knowledge
- Liaising with OHS & IC to implement measures to maintain safety of patients, staff, visitors

and VMO's

- Assisting and monitoring where required with performance management.
- Other projects as directed by the Learning & Development Manager

SECTION 5

Health, Safety and the Environment

- Adhere to policies , procedures and standard operating procedures
- Report incidents, hazards and injuries
- Use personal protective equipment as required and directed
- Raise OSH issues with OSH representative/s
- Promote a safe work environment by assessing the work environment and not misusing or bypassing systems of equipment

SECTION 6

Quality and Risk

- Record initiatives and issues in Riskman
- Abide by Bethesda Health Care's Code of Conduct, Occupational Health and Safety legislation, Equal Opportunity Act
- Complete mandatory training and participate in development reviews

SECTION 7

Partnering with the Consumer

Acknowledging and involving patients with their care, responding to both clinical and non clinical queries, providing assistance as appropriate, encouraging the use of formal feedback systems

SECTION 8

Selection Criteria

Qualifications
<p>Essential</p> <ul style="list-style-type: none"> ▪ Registered Nurse qualification and current State registration ▪ Current Police Check (no more than 6 months old) ▪ Current certificate IV in Training and Assessment <p>Desirable</p> <ul style="list-style-type: none"> ▪ Qualifications in specialist area
Knowledge
<p>Essential</p> <ul style="list-style-type: none"> ▪ Demonstrated clinical knowledge as a resource person for staff ▪ Evidence Based Nursing Best Practice including Infection Control principals relevant to

<p>surgical nursing</p> <ul style="list-style-type: none"> ▪ Quality risk frameworks and quality improvement practices and principles ▪ A commitment to improving own knowledge base and performance ▪ Knowledge of NSQHS and their application in the surgical area <p>Desirable</p> <ul style="list-style-type: none"> ▪ Higher acuity surgical nursing experience
Skills
<p>Essential</p> <ul style="list-style-type: none"> ▪ Ability to demonstrate and work within the Bethesda Health Care Values at all times ▪ Excellent facilitation and presentation skills which demonstrate an awareness of adult learning principles ▪ Well developed written and verbal communication skills ▪ Well developed organisation and time management skills ▪ Proactive and have the ability to motivate and engage staff to achieve their training needs ▪ Experience in assessing mandatory competencies ▪ Ability to design and deliver customised training in surgical departments ▪ Confident Keyboard and Computer skills in word processing and spreadsheets <p>Desirable</p> <ul style="list-style-type: none"> ▪ Auditing experience ▪ Developing and reviewing policies
Experience
<p>Essential</p> <ul style="list-style-type: none"> ▪ Recent experience as a surgical Staff Development Nurse ▪ Experience with elective major orthopaedic surgery ▪ Initiating and leading quality improvement and risk management strategies ▪ Evaluation and assessment in the workplace ▪ Minimum 5 years' experience in surgical nursing <p>Desirable</p> <ul style="list-style-type: none"> ▪ Experience in the development and facilitating a Graduate Nurse program



SECTION 9
Acceptance of Position Description

Employee

Date

Manager

Date