

POSITION DESCRIPTION

Date	September 2020
Position Title	Clinical Nurse, Palliative Care
Division	Palliative Care
Reports to	Clinical Nurse Manager, Palliative

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 purpose of the position is to provide high quality, safe and compassionate care to patients admitted to the Palliative Care Unit (PCU) and their family carers. This role delegates care to enrolled nurses and patient carers and oversees their work and is an integral part of the PCU interdisciplinary team.

SECTION 3

Key Working Relationships

INTERNAL	EXTERNAL
Executive	VMO's
Perioperative Services Manager	Medical Companies
Clinical Nurse Managers	Nursing Agencies
Staff Development Nurse	Patients
All staff	Industry peak bodies
Stores and Supply	Nursing Agencies

Teamwork, Respect, Integrity, Compassion, Excellence, Professionalism

Engineering	
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SECTION 4

Key tasks, Responsibilities, Outcomes and Activities

Preventing and Controlling Health Care associated Infection

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Medication Safety

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Comprehensive Care

Key Tasks

- leading, managing and coordinating the PCU on a shift-by-shift basis ensuring smooth and safe operations on the PCU (including nurses, PCAs, hotel staff, volunteers and the ward clerk)
- managing clinical resources to ensure safe care
- mentoring nursing staff in contemporary practice and workload management
- responding to variations and clinical escalations and emergencies
- taking referrals, coordinating admissions and liaising with external stakeholders
- modeling/undertaking expert assessment and review of PCU patients and their family carers
- providing best-practice direct care including:
 - safe medication management
 - assisting with personal care
 - emotional support for patients and family carers
 - assisting with wounds and dressings
 - non-pharmacological symptom management interventions
 - communications with all stakeholders and appropriate documentation
 - patient and family carer education
- routine activity and PCOC data collection
- reporting variation and escalating care
- leading IDT assessment and management of unstable, deteriorating, terminal, and post discharge phases
- providing carer and bereavement support during the course of the admission (from admission to discharge)

Roles

- managing clinical and operational risk within the Unit
- being present and responsive as a calming influence on patients in the unit and their family carers
- leading a team and supporting other staff members and counterparts
- sharing knowledge and providing education to non-specialist staff
- participating in admission assessments and family meetings
- participating in or leading IDT meetings
- participating in or leading QI activities including portfolio development

Communicating for safety

Teamwork, Respect, Integrity, Compassion, Excellence, Professionalism

<ul style="list-style-type: none"> ▪ <p>Blood Management</p> <ul style="list-style-type: none"> ▪ <p>Recognising & Responding to deteriorating patient</p> <p>Other</p> <ul style="list-style-type: none"> ▪
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SECTION 5
Health, Safety and the Environment

<ul style="list-style-type: none"> ▪ Adhere to policies, procedures and standard operating procedures ▪ Report incidents, hazards and injuries ▪ Use personal protective equipment as required and directed ▪ Raise WHS issues with WHS representative/s ▪ Promote a safe work environment by assessing the work environment and not misusing or bypassing systems of equipment ▪ Perform hand hygiene
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SECTION 6
Quality and Risk

<ul style="list-style-type: none"> ▪ Record initiatives and issues in Riskman ▪ Abide by Bethesda Health Care's Code of Conduct, Work, 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 nonclinical queries, providing assistance as appropriate, encouraging the use of formal feedback systems
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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) <p>Desirable</p> <ul style="list-style-type: none"> ▪ Qualifications in specialist areas such as Infection Control, Continence, Wound Care ▪ Tertiary qualifications
Knowledge
<p>Essential</p> <ul style="list-style-type: none"> ▪ Current Best Practice in Nursing <p>Desirable</p> <ul style="list-style-type: none"> ▪ Clinical specialisation

<ul style="list-style-type: none"> ▪ Quality improvement and risk management frameworks
Skills
<ul style="list-style-type: none"> ▪ Well developed written and verbal communication skills ▪ Well developed organisation and time management skills ▪ willingness to undertake and incorporate ongoing professional development in the area of contemporary palliative care nursing practice ▪ understanding of PCOC language and terms ▪ sound underlying clinical assessment and care provision skills ▪ excellent verbal communications and negotiation skills, excellent documentation skills ▪ ability to effectively instruct and train other healthcare professionals in palliative care ▪ commitment to routine reflective practice and self-strategies (including seeking help when needed) ▪ good physical health and the ability to undertake demanding workloads ▪ flexible thinking and the capacity to adapt to changing operating environments ▪
Experience
<p>Essential</p> <ul style="list-style-type: none"> ▪ Commitment to improving own knowledge base and performance <p>Desirable</p> <ul style="list-style-type: none"> ▪ Precepting staff and students

SECTION 9
Acceptance of Position Description

Employee

Date

Manager

Date