

POSITION DESCRIPTION

Date	June 2022
Position Title	Clinical Nurse Specialist – Neuro-stimulation Coordinator
Division	Mental Health
Reports to	Nurse Manager, Bethesda Clinic

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, palliative care and mental health services.

Values: Bethesda Health Care is committed to and promotes 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

Coordinates the provision of neurostimulation treatments within the Bethesda Clinic. This currently specifically pertains to ECT provision for both inpatients and day patients, but may extend to other neurostimulation treatments as required.

The Clinical Nurse Specialist practices within their scope of practice considerate of the Nursing and Midwifery Board's Nursing Practice Decision Flowchart.

Ensures the maintenance of safe standards of practice consistent with the WA Chief Psychiatrist Practice Standards for the Administration of ECT 2015 and the Licensing and Accreditation Regulatory Unit (LARU), within Bethesda Clinic

SECTION 3

Key Working Relationships

INTERNAL	EXTERNAL
General Manager	Visiting Medical Officers
Inpatient Service Manager	Contractors
Wellness & Recovery Centre Coordinator	Suppliers
Clinical Nurse Managers & Staff Development	

Educator	
All staff	

SECTION 4

Key tasks, Responsibilities, Outcomes and Activities

CLINICAL

- Coordinates clinically efficient and cost-effective delivery of ECT at Bethesda Clinical in accordance with expected standards of practice in co-operation with the Visiting Medical Officer (VMO) Psychiatrist responsible for administration of ECT for both inpatients and same day patients.
- Coordinates the activity of the ECT suite including that of the VMO Psychiatrist administering ECT, the VMO Anaesthetist administering sedation and maintaining the patient's haemodynamic stability, the nursing staff engaged in the procedure room and/or overseeing the recovery of the patients post ECT.
- Manages the ECT suite by ensuring it is properly prepared, organised and maintained.
- Maintains communication with the wards and outpatients regarding scheduling and requirements.
- Provides clinical supervision to team members.
- Works in accordance with the Mental Health Act (2014) and all other relevant legislation within area of practice.
- Maintains appropriate client records and statistical data as required
- Participation on the after-hours/weekend roster if required
- Monitors, reviews and reports upon the standard of nursing practice to ensure that colleagues are working within the scope of nursing practice, following appropriate clinical pathways, policies, procedures and adopting a risk management approach in care delivery
- Participates in clinical reviews as required
- Supports and liaises with patients, carers, colleagues, medical, nursing, allied health, support staff, external agencies to provide coordinated multidisciplinary care
- Acts as a resource to other staff regarding ECT
- Completes clinical documentation and undertakes other administrative/management tasks as required
- Participates in departmental and other meetings as required to meet organisational and service objectives
- Develops and seeks to implement change utilising expert clinical knowledge through research and evidence based best practice
- Monitors and maintains availability of consumable stock, including medicines in conjunction with the pharmacist
- Manages equipment used including organising scheduled testing, maintenance and repairs
- Complies with and demonstrates a positive commitment to Regulations, Acts and Policies relevant to nursing including the Code of Ethics for Nurses in Australia, the Code of Conduct for Nurses in Australia, the National Competency Standards for the Registered Nurse and the Medicines and Poison Act 2014
- Promotes and participates in team building and decision making.
- Participates in networking with other organisations regarding best practice in ECT service provision
- Other duties as directed by senior staff.

EDUCATION, TRAINING AND RESEARCH

- Engages in continuing professional development/education and ensures continuous

registration in the category of Registered Nurse with the Nursing and Midwifery Board of Australia

- Provides in-service training to Clinic staff including seminars and workshops as required
- Plans, develops, facilitates and evaluates education resources for consumers and family / carers
- Participates in research and maintains expert knowledge through knowledge of contemporary research in the area of ECT
- Undertakes supervision and development of undergraduate nursing students, registered and enrolled nurses
- Plans, develops , facilitates and evaluates education programs for colleagues and mentors newly trained staff working in the Neuro-stimulation Suite

SECTION 5

Health, Safety and the Environment

- Adhere to policies, procedures and standard operating procedures
- Report incidents, hazards and injuries in the incident reporting and management system
- 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 the incident reporting and management system
- 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
- Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards 2nd Edition, National Standards for Mental Health 2010 and other recognised health standards
- Participates and coordinates data collection required for mandatory reporting requirements to the Chief Psychiatrist related to safety and quality of ECT service provision and any other reporting requirements deemed necessary
- Coordinates the process of self-assessment and authorisation by the Office of the Chief Psychiatrist (OCP) WA to deliver ECT
- Undertakes auditing to measure performance including collecting required data for reporting to the Australian Council on Health Care Standards (ACHS)
- Undertakes other duties as directed

SECTION 7

Partnering with the Consumer

- Works collaboratively with consumers to achieve best possible outcomes within their

individual recovery journey

SECTION 8
Selection Criteria

Qualifications
<p>Essential</p> <ul style="list-style-type: none"> ▪ Recognised Nursing qualification and current registration (or eligibility) as a Registered Nurse with Nursing and Midwifery Board of Australia ▪ Completed a recognised training program in the provision of ECT <p>Desirable</p> <ul style="list-style-type: none"> ▪ Post graduate qualifications in Mental Health or progress towards same
Knowledge and Skills
<p>Essential</p> <ul style="list-style-type: none"> ▪ Extensive knowledge of Electroconvulsive Therapy and the relevant standards that govern it's provision ▪ Demonstrated clinical knowledge in the delivery of evidence-based nursing care within a mental health setting ▪ Demonstrated effective interpersonal, negotiation and conflict resolution skills. ▪ Demonstrated effective written and verbal communication skills. ▪ Demonstrated ability to design, implement and evaluate nursing policies and procedures ▪ Knowledge and experience in the Quality Improvement Cycle and patient safety initiatives. ▪ Ability to develop, deliver and evaluate education to consumers, carers and colleagues relevant to area of expertise. <p>Desirable</p> <ul style="list-style-type: none"> ▪ Experience working in the private health sector.
Experience
<p>Essential</p> <ul style="list-style-type: none"> ▪ Minimum of two years experience working as an ECT Coordinator ▪ Knowledge of the Chief Psychiatrist's Practice Standards for the Administration of ECT <p>Desirable</p> <ul style="list-style-type: none"> ▪ Experience in the recovery Same Day General Anaesthetic procedures

SECTION 9
Acceptance of Position Description



*Clinical Nurse Specialist – Neurostimulation Coordinator
Bethesda Clinic
June 2022*

Employee

Date

Manager

Date