



“Healthy Jobs-Healthy Communities”

Job Description

Position title:	Registered Nurse – Casual Duties
Reports to:	Nurse Manager – Central Coordination
Functional Relationships:	Duty Nurse Managers Nurse Managers Clinical Nurse Managers Shift Coordinators in areas of allocation Nursing Staff Other Health Professionals
Staff Responsibilities:	Nil
Last updated:	October 2015
Salary range:	\$48,479 - \$65,446 per annum

Position Summary:

To provide a quality, culturally appropriate professional nursing service to clients within the context of Hutt Valley District Health Board’s Business Plan.

Key Objectives	Performance indicators/outcomes
Maintains competence and professional development.	<ul style="list-style-type: none"> • Demonstrates a satisfactory current knowledge base for safe practice. • Recognises own abilities and level of professional competence. Is accountable for own practice. Committed to professional practice. • Acts to enhance the professional development of self and others including students. Shares knowledge and skills with peers and students. • Identifies and plans to meet own learning needs. • Maintains own competence and acts to ensure others are competent.

	<ul style="list-style-type: none"> • Functions in accordance with the legal requirements for nursing/midwives. • Practices in an ethical way that protects the rights of clients
Promotes clients' safety, well-being and health through application of nursing knowledge and skills	<ul style="list-style-type: none"> • Maintains and/or promotes a physical and psychosocial environment which promotes safety, security and optimal health. • Maintains knowledge and skills and applies them when giving care. Acts to ensure interventions are safe and appropriate, and those clients are well informed. • Supports clients psychosocial integrity and enhances their coping and adaptation to illness or health. Ensures that the client's comfort and dignity is maintained. • Respects clients cultural and spiritual beliefs and endeavours to give care that maintains clients cultural integrity. • Understands and works within the principles of the Treaty of Waitangi. • Educates clients to increase their understanding of and to enable them to manage their health needs. • Assists clients in the activities of daily living. • Acts as effective Advocate for clients and their families.
Plans and co-ordinates to meet client's needs.	<ul style="list-style-type: none"> • Demonstrates client assessment skills, and exercises appropriate professional and clinical judgment. • Plans care with the client (if possible), and documents it. • Evaluates the outcomes of care. • Organises and priorities own workload. • Responds appropriately to emergency situation and rapidly changing situations. • Incorporates cost effective use of resources. • Supports the care given by non registered staff
Works with a multidisciplinary team whose primary focus is client health.	<ul style="list-style-type: none"> • Consults with colleagues and participates in team meetings as required. • Communicates effectively with team members and contributes positively to the functioning of the team. • Communicates effectively with clients and keeps them informed.
Committed to Hutt Valley District Health Board's goal of providing quality health care.	<ul style="list-style-type: none"> • Strives to provide an excellent quality service to clients. • Maintains client confidentiality at all times. • Maintains knowledge of and follows organisational policies and procedures. • Practices according to organisational and unit standards for

	<p>nursing care.</p> <ul style="list-style-type: none"> • Participates in Continuous Quality Improvement activities to improve the quality of client care. Monitors standards of care. • Demonstrates professional integrity and commitment towards Hutt Valley District Health Board. • Maintains knowledge of, and adherence to, occupational health and safety practices.
Accepts responsibility for personal and professional growth	<ul style="list-style-type: none"> • Exchanges skills, knowledge and information with others in a flexible, cooperative manner. • Attends courses, training sessions to update and improve knowledge and skill. • Evaluate own performance and participates in performance appraisals and enhancement
Health and Safety	<ul style="list-style-type: none"> • Displays commitment through actively supporting all health and safety initiatives • Ensures all staff maintain adequate safety standards on the job through consultation, training and supervision. • Ensures own and others safety at all times • Complies with policies, procedures and safe systems of work Reports all incidents/accidents, including near misses in a timely fashion • Is involved in health and safety through participation and consultation
Treaty of Waitangi	<ul style="list-style-type: none"> • Service activity, development and implementation is undertaken in accordance with the provisions of the Treaty of Waitangi – partnership, protection and participation. • Consultation is undertaken with appropriate Maori communities.

Competencies required for role

Interpersonal Skills:

- Personable and friendly, relates well to most people.
- Builds an effective level of rapport with people within a short period of time.
- Reads situations effectively, and tailors their responses to reflect the needs of the situation.
- Effectively communicates in situations requiring tact and diplomacy.
- Able to communicate complex and involved (e.g. technical, medical) ideas to others.

Written Communication Skills:

- Sound written communication skills
- Able to write internal reports and completes patient documentation
- Has a good range of specialist terminology

Fit with HVDHB Values:

- Is aware that own actions reflect on employing organisation, and interacts with others (e.g. team members, patients/clients, and community) accordingly.
- Is positive about demonstrating respect for other staff, clients and community group members.
- Understands the need for confidentiality, and is prepared to keep information (e.g. about clients and/or staff) confidential.
- Is positive about caring for colleagues and working in a team environment.
- Is positive about focusing on safety issues at work.

Excellence Focus:

- Sets specific goals and targets for themselves and shows some motivation to achieve these.
- Works efficiently through good personal work habits.
- Open to feedback about own strengths and weaknesses and suggestions for improvement.
- Able to modify priorities as circumstances change.
- Able to cope with work pressure and stress
- Confident in their own abilities. Comfortable taking on unfamiliar tasks.

Problem-Solving:

- Able to see more than one aspect of a situation, remaining objective and dealing with the facts (although may require assistance when dealing with issues that are unfamiliar/complex).
- Uses common sense and past experiences to identify and solve problems. Learns from experience.
- Able to apply guidelines and policy to common or routine situations.
- Can see how what they are doing contributes to the bigger picture.
- Needs time to analyse issues, rather than being able to think quickly on their feet.

Technical Expertise:

- Registered Nurse with post registration experience.
- Current practising certificate

Date Effective:

Manager's Signature:

Employee's signature:
