

Position Description

Position	Occupational Health Nurse - RN
Team / Service	Occupational Health Service – Health, Safety and Wellbeing
Directorate	People & Culture
District	Capital, Coast & Hutt Valley
Responsible to	Occupational Health Services Manager
Children's Act 2014	This position is classified as a children's worker, requiring a safety check including police vetting before commencing and every three years
Location	This position is expected to work from Capital, Coast, Hutt Valley, Kenepuru and Kapiti campuses. From time to time as part of Variance Response you may be also required to work in other areas.

Te Whatu Ora

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well
3. Everyone will have equal access to high quality emergency and specialist care when they need it
4. Digital services will provide more people the care they need in their homes and communities
5. Health and care workers will be valued and well-trained for the future health system

Context

Capital, Coast & Hutt Valley district provides hospital and health services in primary, secondary and tertiary healthcare to a total population base of approximately 445,000 citizens.

We are accountable for meeting the needs of and improving health outcomes for all the constituent populations of our district, and the region more broadly. Together we:

- provide secondary and tertiary, medical and surgical hospital services alongside community based health care
- fund local health providers and work collaboratively with the community to create and support multiple health education initiatives and projects within the region
- deliver health services directly as well as contracting external providers
- provide local, sub-regional, regional and national health services as well as community-based health, rehabilitation and support services.

The majority of the district's population live in Wellington and Lower Hutt. The Māori and Pacific populations of Lower Hutt and Wellington are proportionally similar, with the largest Pacific population in the region in Porirua. Kapiti and Upper Hutt have similar numbers of Māori and Pacific people. Most people are enrolled with a GP near their place of residence, so the increasing focus on community-based healthcare is expected to lead to better health outcomes for these population groups. Hutt Hospital provides secondary and some tertiary, medical and surgical hospital services alongside community based health care from its main facility in Lower Hutt City. In addition to funding local health providers and working collaboratively with the community to create and support multiple health education initiatives and projects, Hutt Hospital is the centre for five tertiary regional and sub-regional services - Plastics, Maxillofacial and Burns Services; Rheumatology; Dental Services; Regional Public Health; and Regional (Breast and Cervical) Screening Services.

Wellington Regional Hospital in Newtown is the region's main tertiary hospital with services such as complex specialist and acute procedures, intensive care, cardiac surgery, cancer care, neurosurgery and renal care. The hospital is the key tertiary referral centre for the lower half of the North Island and the upper half of the South Island.

Kenepuru Community Hospital and Kapiti Health Centre provide secondary and community services based in Porirua and the Kapiti Coast

MHAIDS is the mental health, addictions and intellectual disability service for the Wairarapa District and Capital, Coast & Hutt Valley District, with multiple specialist facilities. Ratonga Rua-o- Porirua is our forensic, rehabilitation and intellectual disability inpatient unit.

Te Whatu Ora is committed to Te Tiriti o Waitangi principles of partnership, participation, equity and protection by ensuring that guidelines for employment policies and procedures are implemented in a way that recognises Māori cultural practices.

We are committed to supporting the principles of Equal Employment Opportunities (EEO) through the provision and practice of equal access, consideration, and encouragement in the areas of employment, training, career development and promotion for all its employees.

Te Tiriti o Waitangi and Māori Health Outcomes

Māori are the indigenous peoples of Aotearoa. We have particular responsibilities and accountabilities through this founding document of Aotearoa. We value Te Tiriti and have adopted the following four goals, developed by the Ministry of Health, each expressed in terms of mana and the principles of:

Mana whakahaere Effective and appropriate stewardship or kaitiakitanga over the health and disability system. This goes beyond the management of assets or resources.

Mana motuhake	Enabling the right for Māori to be Māori (Māori self-determination); to exercise their authority over their lives, and to live on Māori terms and according to Māori philosophies, values and practices including tikanga Māori.
Mana tāngata	Achieving equity in health and disability outcomes for Māori across the life course and contributing to Māori wellness.
Mana Māori	Enabling Ritenga Māori (Māori customary rituals) which are framed by Te Aō Māori (the Māori world), enacted through tikanga Māori (Māori philosophy & customary practices) and encapsulated within mātauranga Māori (Māori knowledge).

We will target, plan and drive our health services to create equity of health care for Māori to attain good health and well-being, while developing partnerships with the wider social sector to support whole of system change.

The Vision, Mission and Values from our District

We bring forward and join our values within our district. These will change as we become a team of teams within Te Whatu Ora.

Hutt Valley

Vision

Whanau Ora ki te Awakairangi: Healthy people, healthy families and healthy communities are so interlinked that it is impossible to identify which one comes first and then leads to another.

Mission

Working together for health and wellbeing.

Ō mātou uara – Values

Mahi Pai 'Can do': Mahi Tahi in Partnership: Mahi Tahi Te Atawhai Tonu Always caring and Mahi Rangatira being our Best

Capital and Coast

Vision

Keeping our community healthy and well

Mission

Together, Improve the Health and Independence of the People of the District

Value

Manaakitanga – Respect, caring, kindness
Kotahitanga – Connection, unity, equity
Rangatiratanga – Autonomy, integrity, excellence

District Responsibility

The district leadership have collective accountability for leading with integrity and transparency a progressive, high performing organisation, aimed at improving the health and independence of the community we serve and achieving equitable outcomes for all. The leadership team are responsible for achieving this aim, aligned with our Region, within the available resources, through a skilled, empowered, motivated and supported workforce in line with government and HNZ policy.

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Occupational Health Service Perspective

The Occupational Health Service (OHS&S) service (H&SS) provides health, safety, wellbeing, injury management systems advice to Capital, Coast and Hutt Valley campuses.

Capital, Coast and Hutt Valley are an accredited employer in the ACC Accredited Employer Programme delivering services based on best practice principles aligned with the highest level on this programme, that of tertiary. A priority for the Occupational Health and Safety service is to work collaboratively across the Wellington region and with key parties, managers and leaders to achieve continual improvements across all elements of the programme.

Purpose of the role

The Registered Nurse (RN) role is to meet the needs of people and whanau accessing our services using contemporary nursing care which is safe, appropriate and effective. The care is based on comprehensive assessment, ensures continuity, and is person/whānau centred, culturally appropriate and evidence-based. Quality improvement and patient safety is an important part of this role.

Specifically the Occupational Health Nurse utilises nursing knowledge and complex nursing judgement to assess the health of staff wanting to work in our organisation whilst also providing support to managers to help them manage the needs of their employees. The occupational health nurse provides service expertise and input into the development and revision of health and safety policy, procedures and systems. They will practice independently but in collaboration with other health professionals to provide comprehensive nursing an occupational health assessments to develop, implement and evaluate an integrated plan of health care as required.

The RN will respond to the changing needs of the hospital performing other tasks as required. The RN is expected to contribute to the implementation of District and nursing goals and values and to promote Te Whatu Ora – Health New Zealand Capital, Coast and Hutt Valley as a centre of excellence for nursing practice.

Key Accountabilities

The following accountabilities derive from competencies outlined by Nursing Council of New Zealand. Competence is the combination of skills, knowledge, attitudes, values and abilities that underpin effective performance as a nurse.

Key accountabilities	Deliverables / Outcomes
Domain One: Professional responsibilities Includes accountabilities for professional, legal, ethical responsibilities and culturally	<ul style="list-style-type: none">▪ Accepts responsibility for ensuring that their nursing practice and conduct meet the standards of the professional, ethical, and relevant legislated requirements▪ Demonstrates the ability to apply the principles of Te Tiriti O Waitangi The Treaty of Waitangi to nursing practice

<p>safety. These includes being able to demonstrate knowledge and judgement and being accountable for own actions and decisions, while promoting an environment that maximises patient safety, independence, quality of life and health.</p>	<ul style="list-style-type: none"> ▪ Demonstrates accountability for directing, monitoring and evaluating nursing care ▪ Promotes an environment that enables person / whānau safety, independence, quality of life, and health ▪ Practices nursing in a manner that the person / whānau receiving care determines as being culturally safe ▪ Understands that the needs of the organisation directly impact on the role of the occupational health service ▪ Collaborates on service delivery proactively and understands the bigger picture. ▪ Occupational health projects are managed in line with the organisations strategic goals ▪ Risk/hazard management activities are fully supported and implemented
<p>Domain Two: Management of nursing care Includes accountabilities related to assessment and managing patient care, which is responsive to the person and whānau needs, and which is supported by nursing knowledge and evidenced based research</p>	<ul style="list-style-type: none"> ▪ Provides planned nursing care to achieve identified outcomes ▪ Undertakes a comprehensive and accurate nursing assessments ▪ Provides advice in complex clinical issues within the unit and across disciplines to both staff and managers Ensures documentation is accurate and maintains confidentiality of information ▪ Ensures the person has adequate explanation of the effects, consequences and alternatives of proposed treatment options. ▪ Acts appropriately to protect oneself and others when faced with unexpected responses, confrontation, personal threat or other crisis situations ▪ Evaluates a person's progress toward expected health outcomes in partnership with them ▪ Provides health education appropriate to the needs of the person / whānau within the Occupational health nursing framework ▪ Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care. ▪ Maintains professional development
<p>Domain Three: Interpersonal relationships Includes accountabilities related to interpersonal and therapeutic communication with people along with inter-professional communication and documentation</p>	<ul style="list-style-type: none"> ▪ Establishes, maintains and concludes therapeutic interpersonal relationships with person receiving healthcare ▪ Practises nursing in a negotiated partnership with the person where and when possible ▪ Communicates effectively with the person and members of the health care team ▪ Initiates regular opportunities to collaborate with staff to review technical modes/equipment for care and outcomes ▪
<p>Domain Four: Interprofessional health care and quality improvement Includes accountability that as a member of the health care team, the nurse evaluates the</p>	<ul style="list-style-type: none"> ▪ Collaborates and participates with colleagues and members of the health care team to facilitate and coordinate care ▪ Recognises and values the roles and skills of all member of the health care team in the delivery of care. ▪ Establishes a culture of continuous improvement, ensuring linked and cohesive support occupational health functions are in line with the changing needs of the District.

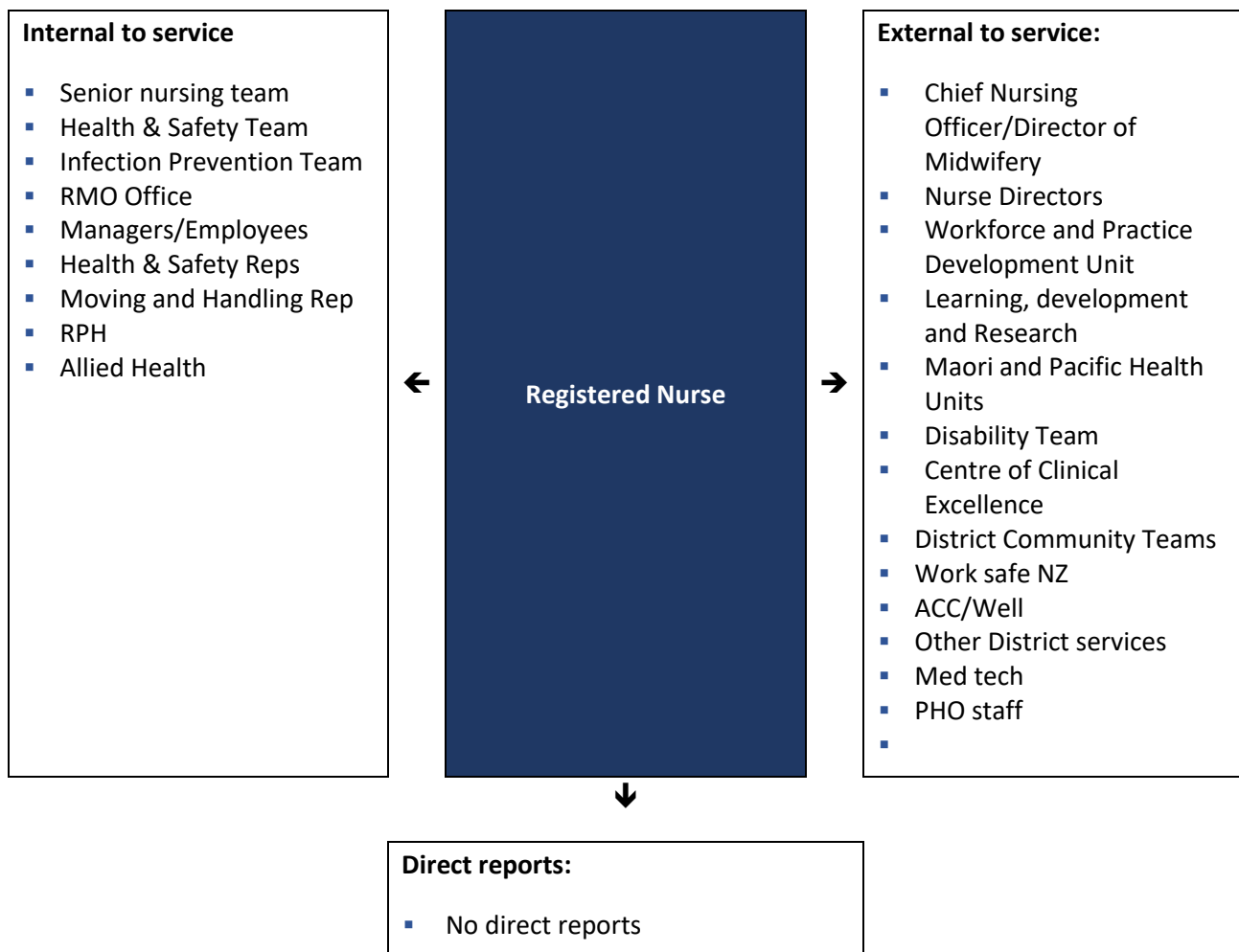
effectiveness of care and promotes a nursing perspective within the interprofessional activities of the team	<ul style="list-style-type: none"> Participates in quality improvement activities to monitor and improve standards of nursing. Actively works in partnership with other stakeholders A partnering approach is implemented to the delivery of services to the District in a way that facilitates and support shared agenda and objectives including but not limited to: <ul style="list-style-type: none"> Pre-employment health screening Annual recall screening and health monitoring of blood and body fluid exposures Accident and near miss events Hazard/risk management processes Staff influenza/COVID and other vaccination programmers Health related return to work plans/manager referrals/fitness for work assessments/workstation assessments initiation Contact tracing for communicable diseases Ensure service accessibility across all sites Any other task in conjunction with the Health, safety, Wellbeing service that contributes to the improved and safe status of employees working in this organization
Health and Safety	<ul style="list-style-type: none"> Ensures that health and safety practice meets the requirements of Health and Safety at work legislation, applies the District policies and processes and contributes to a culture of safe practice. Actively support and ensure compliance with Health and Safety policy and procedures, ensuring staff also support and comply. Maintain a proactive culture of Health & Safety Ensure providers are aware of and have processes to comply with their health and safety responsibilities

Key Relationships & Authorities

Reports to:

- District Occupational Health Manager





Capability Profile

Solid performance in the role requires demonstration of the following competencies. These competencies provide a framework for selection and development.

Competency	Behaviours
Team work	<ul style="list-style-type: none"> Collaborates with fellow team members and work groups to achieve service objectives Seeks out opportunities to support others in achieving goals Recognises and respects individual differences/relates well to others Actively contributes to and accepts consensus decisions/able to build rapport and constructive relationships Can diffuse even high tension situations comfortable
Commitment to Kawa Whakaruruhau	<ul style="list-style-type: none"> Demonstrates understanding and application of the principles of Te Tiriti O Waitangi Treaty of Waitangi to nursing practice Works towards achieving equitable health outcomes for Māori

Competency	Behaviours
	<ul style="list-style-type: none"> Supports tangata whenua/mana whenua led change to deliver mana motuhake in the design, delivery and monitoring of health care Supports Māori oversight and ownership of decision making processes necessary to achieve Māori health equity Support the expression of hauora Māori models of care and mātauranga Māori
Equity	<ul style="list-style-type: none"> Commits to helping all of our people to achieve equitable health outcomes Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery Supports the dismantling of policies, procedures and practices that cause inequity Supports Māori-led responses Supports Pacific-led responses Supports Disability-led responses
Self-Management	<ul style="list-style-type: none"> Sets high personal standards and strives to achieve goals Is proactive and displays initiative, makes good decisions Is resilient and able to adapt to change for the good of the service Understands and acknowledges personal and professional limitations Is aware of professional boundaries and code of conduct Ability to work to deadlines to achieve outcomes Anticipates and adjusts for problems and roadblocks Can orchestrate multiple activities at once to accomplish a goal Able to pre
Communication/Interpersonal Skills	<ul style="list-style-type: none"> Empathises with others and considers their needs and feelings Can rise above their own personal needs and wishes for the development of the service Actively listens, drawing out information and checking understanding Communicates information effectively and accurately, both orally and in writing. Adjusts style to the recipients and considers their frame of reference Demonstrates compassion and clarity in their communication style.
Professionalism	<ul style="list-style-type: none"> Shows courtesy, respect, and caring for people and their colleagues when applying nursing practice Maintain a strict sense of professional ethics, confidentiality and privacy and abide by the District Code of Conduct.

Competency	Behaviours
	<ul style="list-style-type: none"> Takes ownership of work and co-responsibility for the service not just own personal work
Flexibility	<ul style="list-style-type: none"> Ability to flex within the scope of Registered Nurse practice to meet the changing needs of Occupational health and its service requirements. Responds positively and collegially, to requests for help from other team members Understands that the volume of work has an impact and puts measures in place to assess and deal with this daily that ensures all responses are provided in a timely manner according to priority.

Experience and Capability

Essential Professional Qualifications / Accreditations / Registrations skills and experience:

- Registration with Nursing Council of New Zealand (NCNZ)
- A current Annual Practicing Certificate (APC) and scope appropriate to place of work
- Demonstrates an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in the nursing role
- A commitment to achieving equitable outcomes for Māori
- A personal commitment to on-going learning and development including attainment/maintenance of PDRP
- Add as relevant to service e.g. full drivers licence
- Understands next steps for progression to a Speciality Occupational Health Nurse will require minimum of 1 year in the service and commencement of Occupational Health Papers

Someone well-suited to the role will place a high value on the following

- Commitment to Te Tiriti o Waitangi
- Living the District values
- Respect and collaboration in practice
- Delivering an exemplary standard of care
- Practice informed by research evidence
- Innovation and critical thinking
- Commitment to sustainable practice

Ma tini, ma mano, ka rapa te whai
By joining together we will succeed